

Instructional Technology Plan

July 1, 2015-June 30, 2018



Massena Central School District

84 Nightengale Avenue
Massena, New York 13662

Massena CSD Instructional Technology Committee

Name	Position	Building
Annette Paquin	Library Media Specialist, Department Chair	Massena High School
Amanda Mittiga	ELA Teacher	Massena High School
R. Shane Halladay	Tech Prep/ Math Teacher, Parent	Massena High School
Catherine Donahue	French Teacher/ Model Schools Representative, IT Coach, Parent	J. William Leary Jr. High School
Katherine Hayes	Health Teacher	J. William Leary Jr. High School
Kerry Perretta		
Dee Cook	Second Grade Teacher	Jefferson Elementary School
Nicole Terminelli	Sixth Grade Teacher/Parent	Jefferson Elementary School
Mary Curry	Special Education Teacher , Speech Pathologist	Jefferson Elementary School
Duane Richards	Principal	Jefferson Elementary School
Alan Oliver	Principal	JWLeary Jr. High
Darcie Fregoe	Sixth Grade Teacher	Madison Elementary School
Danielle Chapman	Principal	Madison Elementary School
Erica Weems	Second Grade Teacher	Nightengale Elementary School
William Lint	Sixth Grade Teacher	Nightengale Elementary School
Lia Bell	IT	BOCES
Michael Allen	Director of Technology	Massena Central School District
Stephanie Allen	Director of Curriculum, Instruction, & Assessment	Massena Central School District
Sarah Boyce	Principal	Massena High School
William Jagers	Science Teacher	Massena High School

Executive Summary

The Instructional Technology Committee recognizes the critical importance of creating an IT Plan which provides continued support for the integration of technology into the curriculum and instruction in the Massena Central School District. As leaders we will promote technology as a means to increase authentic learning experiences which actively engage students and meet the Common Core Learning Standards as well as the tenants of the International Society for Technology in Education. This plan is a living document which will annually assess equitable access to technology and staff development opportunities.

District Instructional Technology Vision Statement

Massena Central School District's vision is to educate children, preparing them to learn from the past, imagine the future, and meet the challenges of the present. Instructional technology must be an integral and integrated component of lifelong learning and civic responsibility. Realization of this vision will require input from all stakeholders including students, parents, community members, teachers, administration, and the Board of Education.

Mission

Technology will guide instructional practice including how we work, teach and learn to ensure our students are prepared to succeed in the 21st century. By supporting standards based instructional goals, integrated technology will enable students to enhance their problem solving and higher order thinking skills by providing authentic, multi-disciplinary, and project based learning opportunities. Student achievement will be assessed through tasks that measure student progress towards meeting or exceeding local, state, and national goals.

Goals

- Enhance student success through technology
- Provide ongoing professional development
- Expand web based information for parents, students, and community members
- Extend security and increase safety measures
- Upgrade technology infrastructure and enhance hardware and software
- Continue equitable access for all stakeholders

Curriculum and Instruction

As the availability to technology devices and connectivity improves, our instructional focus will be to create a district-wide digital learning culture which utilizes technology integration to increase student achievement, promote excellence, and prepare students to be critical consumers of information in our cyberworld. Teachers will plan tasks which allow students to use digital media to communicate and work collaboratively. Students will be provided multiple opportunities to refine their abilities to research topics and improve their information fluency; specifically their ability to locate, organize, analyze, evaluate, synthesize, and ethically use information from a variety of sources and media.

Teachers will design or adapt relevant learning experiences and assessments to incorporate contemporary tools and resources to maximize student engagement. By using various apps, teachers can demonstrate the power of personal productivity in the digital world, while also modeling safe and ethical uses of technology.

As teachers use their content knowledge to create tasks which explore real world issues and solve authentic problems, students will engage in activities which develop higher order thinking skills. Students will also refine their ability to use technology as a tool in solving problems as they prepare for college and careers, and the ever changing world.

Professional Development

The Instructional Technology Committee was intentionally crafted to create a cadre of IT leaders in each of our five schools. A minimum of two members, with various levels and subject areas represented, are located in each building. This model proved to be very successful as we transitioned to our new student management system, School Tool in September 2014.

The Director of Curriculum, Instruction, and Assessment , along with the IT Committee will actively seek quality professional development opportunities for members to attend. Members will implement strategies and then provide turnkey training to their peers. .. Workshops which have been provided using this format have included: SMARTBoard 101 & 102, Google It Up!, Where Did You Get that Great Idea?, Wonderful Websites for Great Teachers, Socrative, and Schoology

Additionally a .25 FTE Instructional Technology Coach will be available to teachers through reallocation of present staffing. The IT Coach will work 1:1 with teachers to demonstrate and support IT integration into curriculum and instruction. Five members of the IT team are participating in "Technology Support Instruction" a four day summer camp sponsored by St. Lawrence Lewis BOCES Model Schools. Our administrative staff, as well as the majority of the IT Team will also be attending Google EdCamp this summer.

Professional development for all instructional staff will promote an increased comfort and working knowledge of The International Society for Technology Education (ISTE) National Educators Technology Standards as well as the SAMR Model. Through professional development activities teachers will learn how to design student tasks which infuse digital learning experiences moving from substitution to augmentation, and eventually modification and redefinition.

Attention will also be focused on the identification of best assistive technology devices and programs to ensure our student who have learning disabilities have equitable access to the general education program as well as teacher training in utilizing these technologies.

Year One

Goal One: Enhance student success through technology

- Teachers will increase their usage of electronic programs and devices to adapt instruction in a timely manner. (completed 2016)
- Identify software for remediation (completed, 2016)
- Students and teachers will increase their usage of Google Apps for Education (completed, 2016)

Goal Two: Provide ongoing professional development

- Create and administer a survey to gauge teacher integration of IT and utilize data to guide PD. (review survey that Evelyn sent out, also the survey from Patti Fischer 2016 and 2017)
- Small group PD provided by IT members (continue into 2017)
- IT Coach provides 1:1 teacher support (continue into 2017)
- Director of Curriculum procures membership to ITSE and NYSCATE and identifies out of district trainings (continue into 2017)
- SAMR model shared through PD activities(continue into 2017)

Goal Three: Expand web based information for parents, students, and community members

- Explore additional staffing for communication and website maintenance. (Rebecca Grim and Coal Campbell)
- Maintain Parent Portal in SchoolTool (continue into 2017)
- Evaluate and implement a new web hosting platform (School Fusion is ending. Teachers may need time to switch to a new platform, although many are using Google Classroom and may not need their Teacher Pages anymore.)

Goal Four: Extend security and increase safety measures

- Evaluate and explore additional security camera at each district building.(completed)
- Evaluate and explore additional keyless entry points each district building. (completed)

Goal Five: Upgrade technology infrastructure and enhance hardware and software

- Increase bandwidth to 300 Mg (completed)
- Examine hardware infrastructure, battery back-up units, fiber capacity, add switches and patch panels (completed)
- Evaluate IT staffing (completed)

Goal Six: Continue equitable access for all stakeholders

- Form IT subcommittee to investigate best adaptive technologies to ensure students with disabilities have equitable access to the general education Curriculum. (continued through Special Ed. Create a catalog of apps and programs the district has purchased so there is duplication in purchasing. Also use the Good sense catalog for ideas on apps.
- Reach out to non-public schools(continue into 2017)

Year Two

Goal One:

- Data Driven Instruction: Teachers refine their usage of IT to assess levels of student mastery and adapt instruction in a timely manner. (continue into 2017-18)
- Student engagement and productivity are enhanced through BYOD or through school provided devices. (continue into 2017-18)
- Library Media Specialist will prioritize and restructure their curriculum to begin computer fundamentals at grade two (completed)
- Implement a digital citizenship program (continue into 2017-18, Create a subcommittee to create a curriculum map)

Goal Two:

- Small group professional development provided by IT members to peers.
- IT Coach provides 1:1 for IT integration(continue into 2017-18)
- Summer 2016: Instructional Technology Academy. (completed)
- Director of Curriculum procures membership to ITSE and NYSCATE (completed)
- Re-evaluate and plan professional development as survey indicate(continue into 2017-18)s
- SAMR model shared through professional development activities (continue into 2017-18)
- Host Google Regional Summit (completed)
- Increase teacher proficiency on Google Classroom and GAFE (continue into 2017-18)
- Parent profession development tutorial on how to use Parent Portal in SchoolTool
Continue evaluate IT staffing at each level(continue into 2017-18)

Goal Three:

- Maintain website listing District initiatives, policies, and calendar of events(continue into 2017-18)
- Maintain Parent Portal in SchoolTool(continue into 2017-18)

- Explore and implement web based programs that connect home to school (did not complete this, possible sub committee)

Goal Four:

- Purchase and install additional security cameras at each district building.(continue into 2017-18)
- Purchase and install additional keyless entry points at each district building.(continue into 2017-18)
- Replace / Upgrade existing keyless entry points to assure compatibility.(continue into 2017-18)

Goal Five:

- Investigate implications for BYOD and the establishment of a partnership with a hardware provider allowing parents the opportunity to purchase district compatible devices and maintenance service.(continue into 2017-18)
- Continue to explore interactive boards for teachers(continue into 2017-18)
- Purchase Google Chromebooks and mobile carts to increase student access and teacher utilization of instructional technology.(continue into 2017-18)
- Additional Wi-Fi Access points to individual classrooms at all schools.(continue into 2017-18)
- Add additional wireless controllers to meet the needs of increased connectivity(continue into 2017-18)

Goal Six:

- Explore adding Wi-Fi to buses which students travel long distance

Year Three

Goal One:

- Multi- disciplined Project Based Learning activities will be launched.
- Increased students engagement through BYOD, continue to investigate the cost and effectiveness.
- Increase student access through the addition of portable Chromebook carts

Goal Two:

- Re-evaluate professional development needs by administering survey. Plan professional development accordingly
- Small group professional development provided by IT members to peers.
- IT Coach provides 1:1 to provide support for IT integration

Goal Three:

- Maintain website listing district initiatives and social media outlets, policies, and calendar of events
- Maintain Parent Portal in SchoolTool

Goal Four:

- Monitor and assess the condition and effectiveness of the established security cameras at each district building.
- Monitor and assess the condition and effectiveness of the established keyless entry points providing access to each district building.

Goal Five:

- Investigate implications for BYOD and the establishment of a partnership with a hardware provider allowing parents the opportunity to purchase district compatible devices and maintenance service.(continue into 2017-18)
- Launch BYOD and enhance security measures for non district devices (move to 2018-19)
- Purchase interactive boards where need determined throughout the district
- Purchase additional Google Chromebooks and mobile carts to meet teacher and student demands
- Assess Wi-Fi access points for consistent and reliable coverage

Goal Six:

- Implement Wi-Fi on buses which travel long distances
- Lend to non-publics as requested.

Monitoring and Evaluating

The overall effectiveness of the Instructional Technology Plan will be evaluated in terms of its impact on teacher effectiveness and student learning. In the initial year a survey will be created to gauge teacher knowledge and perceptions of Instructional Technology. The survey will be distributed annually in September and June. Attendance at IT workshops and usage of the IT Coach will also be analyzed to provide evidence of effectiveness.

A student survey and a local employer survey will be created in year two. The data collected from the surveys, as well as, administrative input will provide opportunities for annual reflection and guide any needed modification.

Notes from March 1, 2017 Meeting

- Mike Allen gave an update of where we are with the Investment Plan - currently we have submitted it and had it kicked back several times. We are now awaiting final approval. Our first purchases will be chromebook carts. We also need to communicate with the nonpublic schools.
- Professional Development - With the introduction of the Chromebook carts, Stephanie Allen has expressed concern about the comfort level of teachers when using Chromebooks. Nicole T discussed the ease with independently teaching yourself to use Chromebooks. It would have been nice if the teachers had Chromebooks ahead of the carts. Also, if there is a mentor that the teacher could go to when stuck so they can move forward and not abandon the use of the Chromebooks (pair teachers). The areas where we need PD are:
 - How to embed Chromebook use in the curriculum, how to use them regularly.
 - What apps and programs the district already has and what are they best used for
 - How to use Google Classroom effectively

Ideas for how PD might look:

Teachers expressed the best model is small bites and follow up time.

Elementary likes the half hour before and after school with Cathy D and then time to work with what they learned.

All levels like the Tech Days

All levels would like our own Model Schools summer PD like the HS ELA teachers did last summer.

Discussion on the need to have a variety of electronic devices and not just Chromebooks.

Discussion of Community piece for students having access to computers after school hours. HS has the 3-5 program. Discussion of what would work for Elementary. Nicole T said the Boys and Girls Club will have computers available when they open and asked about WiFi. Mike Allen said he would look into what we could do to for them.

There was also a suggestion that we create a catalog of district apps and programs that have already been purchased. Mike Allen talked about how some of them have license so they cannot be shared. We stated that we would not catalog those.

