

Instructional Technology Plan - Annually - 2016

LEA Information

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**A. LEA Information**

**1. 2014-2015 Student Enrollment**

	Total Enrollment	Pre-K Enrollment	K-2 Enrollment	3-5 Enrollment	6-8 Enrollment	9-12 Enrollment	Ungraded Enrollment
Student Enrollment	734	36	158	154	153	223	10

**2. What is the name of the district administrator entering the technology plan survey data?**

Lewis White

**3. What is the title of the district administrator entering the technology plan survey data?**

Director of Technology

**Instructional Technology Plan - Annually - 2016**

Instructional Technology Vision and Goals

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**B. Instructional Technology Vision and Goals**

**1. Please provide the district mission statement.**

"The Naples Central School District challenges and supports all students to develop their diverse talents and abilities in a safe environment with rigorous opportunities. Students will graduate with the skills and confidence needed to excel in their chosen pursuits."

**2. Please provide the executive summary of the instructional technology plan, including vision and goals.**

The Naples Central School District is a rural community of students with diverse learning styles. This Technology Plan supports the mission and vision of The District and ensures that students graduate with the skills need for success in both college and career.

The Plan focuses on instructional needs, professional learning and safety and security. It also looks to continue the expansion of technology as a tool for teaching and learning throughout The District.

Some of the highlights of The Plan are: 1:1 iPad initiative for students, increased wireless capacity, projection devices in all classrooms, and increased blended learning opportunities. In addition, The Plan also seeks to create and maintain the safety of our learning facilities.

**Vision:** The effective use of technology has become a necessary skill for success in the 21st century. All of our students will graduate with the following skills needed for success: collaboration, critical thinking, problem solving, lifelong learning, communication, and creativity.

**Goals:**

- Increased student productivity and engagement
- Increased student knowledge around how to use mobile devices as academic and professional tools
- Increased collaboration, creativity, critical thinking and communication
- Support the diverse learning needs of all students
- Provide a safe, effective learning environment for all students

**3. Please summarize the planning process used to develop the instructional technology plan. Please include the stakeholder groups participating and outcomes of the instructional technology plan development meetings.**

The District established a Technology Committee made up of different stakeholders. The group conducted a needs assessment based on data collected from personal narratives, electronic surveys, focused conversations, a 1:1 mobile device users group, etc. In addition, the members reviewed the District Mission Statement, Board of Education goals, Comprehensive District Educations Planning (CDEP) goals, and building level priorities to establish the instructional technology plan. The Technology Committee meets on a regular bases and is comprised of twenty members which include the following:

Parents, Teachers, Students, Administrators, Board of Education Members and Community Members

**4. Please provide the source(s) of any gap between the current level of technology and the district's stated vision and goals.**

- Access Points
- Cabling
- Connectivity
- Device Gap
- Network
- Professional Development
- Staffing
- Other
- No Gap Present

**5. Based upon your answer to question four, what are the top three reasons causing the gap? If you chose "No Gap Present" in question four, please enter N/A.**

- 1) Growth in the number of school owned and privately owned wireless devices requires faster access points and additional access points in heavy use areas and currently uncovered areas.
- 2) Additional cabling will be required to connect the additional access points and security devices to the patch panels in the data closets.
- 3) Additional switches will be needed to connect the additional access points and security devices to the network.

**Instructional Technology Plan - Annually - 2016**

Instructional Technology & Infrastructure Inventory

**C. Technology and Infrastructure Inventory**

1. **Please identify the capacity of the telecommunications line coming into the district network hub. The district's Regional Information Center can provide the district with this information if needed.**

- Greater than 10 Gbps
- 10 Gbps
- 1 Gbps - < 10 Gbps
- 100 Mbps - < 1Gbps
- 50 Mbps - < 100 Mbps
- 10 Mbps - < 50 Mbps
- Less than 10 Mbps

2. **What is the total contracted Internet bandwidth access for the district? Choose one.**

- Greater than 10 Gbps
- 10 Gbps
- 1 Gbps - < 10 Gbps
- 100 Mbps - < 1 Gbps
- 50 Mbps - < 100 Mbps
- 10 Mbps - < 50 Mbps
- Less than 10 Mbps

3. **What is the name of the agency or vendor from which the district purchases its primary Internet access bandwidth service?**

GV/WFL Educational Technology Service

4. **Please identify the capacity of the telecommunications line coming into the district's school building(s) from the district hub or district data center. The district's Regional Information Center can provide this information if needed**

	Speed in Gpbs or Mbps
Minimum Capacity	<ul style="list-style-type: none"> <li><input type="checkbox"/> Greater than 10 Gbps</li> <li><input type="checkbox"/> 10 Gbps</li> <li><input type="checkbox"/> 1 Gbps - &lt; 10Gbps</li> <li><input checked="" type="checkbox"/> 100 Mbps- &lt; 1 Gbps</li> <li><input type="checkbox"/> 50 Mbps - &lt; 100 Mbps</li> <li><input type="checkbox"/> 10 Mbps - &lt; 50 Mbps</li> <li><input type="checkbox"/> Less than 10 Mbps</li> </ul>
Maximum Capacity	<ul style="list-style-type: none"> <li><input type="checkbox"/> Greater than 10 Gbps</li> <li><input type="checkbox"/> 10 Gbps</li> <li><input type="checkbox"/> 1 Gbps - &lt; 10Gbps</li> <li><input checked="" type="checkbox"/> 100 Mbps- &lt; 1 Gbps</li> <li><input type="checkbox"/> 50 Mbps - &lt; 100 Mbps</li> <li><input type="checkbox"/> 10 Mbps - &lt; 50 Mbps</li> <li><input type="checkbox"/> Less than 10 Mbps</li> </ul>

5. **Please identify the minimum and maximum circuit speeds at which the classrooms in the district are connected to the school building wiring/network closet.**

	Please provide the speed at which classrooms are connected to building wiring/network closet.
Minimum Circuit Speed Within a School Building	<ul style="list-style-type: none"> <li><input type="checkbox"/> Greater than 10 Gbps</li> <li><input type="checkbox"/> 10 Gbps</li> <li><input type="checkbox"/> 1 Gbps - &lt; 10Gbps</li> </ul>

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	Please provide the speed at which classrooms are connected to building wiring/network closet.
	<input checked="" type="checkbox"/> 100 Mbps- < 1 Gbps <input type="checkbox"/> 50 Mbps - < 100 Mbps <input type="checkbox"/> 10 Mbps - < 50 Mbps <input type="checkbox"/> Less than 10 Mbps
Maximum Circuit Speed Within a School Building	<input type="checkbox"/> Greater than 10 Gbps <input type="checkbox"/> 10 Gbps <input type="checkbox"/> 1 Gbps - < 10Gbps <input checked="" type="checkbox"/> 100 Mbps- < 1 Gbps <input type="checkbox"/> 50 Mbps - < 100 Mbps <input type="checkbox"/> 10 Mbps - < 50 Mbps <input type="checkbox"/> Less than 10 Mbps

6. What are the minimum and the maximum port speeds of the switches that are less than five years old in use in the district?

	Port speed of switches	Mbps or Gbps
Minimum Capacity of Switches	1	<input type="checkbox"/> Mbps <input checked="" type="checkbox"/> Gbps
Maximum Capacity of Switches	1	<input type="checkbox"/> Mbps <input checked="" type="checkbox"/> Gbps

7. What percentage of the district's wireless protocols are less than 802.11g?

0

8. Do you have wireless access points in use in the district?

- Yes
- No

8a. What percentage of your district's instructional space has wireless coverage?

100

9. Does the district use a wireless controller?

Yes

10. How many computing devices less than five years old are in use in the district?

	Number of devices in use that are less than five years old	How many of these devices are connected to the LAN?
Desktop computers/Virtual Machine (VM)	193	193
Laptops/Virtual Machine (VM)	65	44
Chromebooks	125	0
Tablets less than nine (9) inches with access to an external keyboard	0	0
Tablets nine (9) inches or greater with access to an external keyboard	5	0
Tablets less than nine (9) inches without access to an external keyboard	0	0
Tablets nine (9) inches or greater without access to an external keyboard	484	0
<b>Totals:</b>	<b>872</b>	<b>237</b>

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Instructional Technology & Infrastructure Inventory

11. What percentage of students with disabilities in the school district, as of the submission date of this technology plan, have assistive technology documented on their Individual Education Plan (IEP)?

6

12. Please describe any additional assistance or resources that, if provided, would enhance the district's ability to improve access to technologies for students with disabilities.

Technology needs for students with disabilities are addressed and evaluated on an individual student basis, as well as in long-term planning for the Special Education Department. With student access to tablet devices and computers, the area of greatest need has been identified most recently as exploration and utilization of apps and properly identifying the app to best fit the learning target and need of the student(s),

13. How many peripheral devices are in use in the district?

	Number of devices in use
Document Cameras	32
Flat Panel Displays	221
Interactive Projectors	70
Interactive Whiteboards	62
Multi-function Printers	5
Projectors	72
Scanners	16
Other Peripherals	76
<b>Totals:</b>	<b>554</b>

14. If a number was provided for "Other Peripherals" please specify the peripheral device(s) and quantities for each.

Personal printers 76

15. Does your district have an asset inventory tagging system for district-owned equipment?

Yes

16. Does the district allow students to Bring Your Own Device (BYOD)?

Yes

16a. On an average school day, approximately how many student devices access the district's network?

250

17. Has the school district provided for the loan of instructional computer hardware to students legally attending nonpublic schools pursuant to Education Law, section 754?

Not Applicable

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Instructional Technology & Infrastructure Inventory

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**18. What barriers may prevent the district from testing 100% of its grade 3-8 students and NYSAA students on computers by the year 2020?**

- Insufficient number of devices meeting testing requirements
- Lack of reliable Internet service
- Insufficient broadband access
- Inadequate staffing levels
- Insufficient testing spaces
- District does not foresee any barriers
- Other

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Software and IT Support

**D. Software and IT Support**

1. What are the operating system(s) in use in the district?

	Is this system in use?
Mac OS Version 9 or earlier	No
Mac OS 10 or later	No
Windows XP	No
Windows 7.0	Yes
Windows 8.0 or greater	Yes
Apple iOS 7 or greater	Yes
Chrome OS	Yes
Android	Yes
Other	No

2. Please provide the name of the operating system if the response to question one included "Other."

(No Response)

3. What are the web browsers, both available and supported, for use in the district?

	Web Browsers available and supported for use
Internet Explorer 7	No
Internet Explorer 8	No
Internet Explorer 9 or greater	Yes
Mozilla Firefox	Yes
Google Chrome	Yes
Safari (Apple)	Yes
Other	No

4. Please provide the name of the web browser if the response to question three included "Other."

(No Response)

5. Please provide the name of the Learning Management System (LMS) most commonly used in the district. A Learning Management System (LMS) is a software application for the administration, documentation, tracking, reporting, and delivery of online and blended learning courses.

Schoology

6. Please provide the names of the five most commonly used software programs that support classroom instruction in the district.

- 1) Google Apps for Education
- 2) Smart Notebook
- 3) IXL
- 4) Typing Pal
- 5) Castle Learning

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Software and IT Support

7. Please provide the names of the five most frequently used research databases if applicable.

- 1) Gale - Student Resources in Context
- 2) Proquest - SIRS Issues Researcher & Discoverer
- 3) Scholastic - Freedom Flix
- 4) Scholastic - BookFlix
- 5) Rosen PowerKnowledge Science Suite

8. Does the district have a Parent Portal?

Yes

8a. Check all that apply to the Parent Portal if the response to question eight is "Yes."

- Attendance
- Homework
- Student Schedules
- Grade Reporting
- Transcripts
- Other

8b. If 'Other' was selected in question eight (a), please specify the other feature(s).

(No Response)

9. What additional technology-based strategies and tools, besides the Parent Portal, are used to increase parent involvement?

- Learning Management System
- Emergency Broadcast System
- Website
- Facebook
- Twitter
- Other

10. Please list title and Full Time Equivalent (FTE) count (as of survey submission date) of all staff whose primary responsibility is providing technical support. Does not include instructional technology integration FTE time.

Title	Number of Current FTEs
Director of Technology	1.00
Computer Services Assistant	0.60
Technology Integrator	0.50
	<b>2.10</b>



Instructional Technology Plan - Annually - 2016

Curriculum and Instruction

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**E. Curriculum and Instruction**

**1. What are the district's plans to use digital connectivity and technology to improve teaching and learning?**

The District will use digital connectivity and technology to improve teaching and learning in a variety of ways. Naples CSD is currently entering the fourth year of a 1:1 program in which students are assigned individual iPads or Chromebooks that go home on an as-needed basis. This gives all students equal access to technology and improves access to information and learning. The District plans to continue expanding this program until all students in grades 4 - 12 are 1:1. The District plans to expand the use of mobile technology to include multiple types of devices to ensure that students have the best tool for the task. Technology will continue to be used to improve staff professional learning throughout the District.

**2. Does the district's instructional technology plan address the needs of students with disabilities to ensure equitable access to instruction, materials, and assessments?**

Yes

**2a. If "Yes", please provide detail.**

The District's Technology Curriculum and Plan identifies areas for differentiation in instruction and possible materials to ensure the needs of students with disabilities.

**3. Does the district's instructional technology plan address the provision of assistive technology specifically for students with disabilities to ensure access to and participation in the general curriculum?**

Yes

**3a. If "Yes", please provide detail.**

The access to and participation in the general education curriculum by students with disabilities is supported by the implementation of individual assistive technology evaluations (WFL BOCES . Clinical Support Services) and the Committee on Special Education. Collaboration with staff responsible for technology integration also may lead to specific assistive technology accommodations in a student's Individualized Education Plan.

**4. Does the district's instructional technology plan address the needs of English Language Learners to ensure equitable access to instruction, materials, and assessments?**

- Yes
- No

**4a. Please provide details. If the district plans to apply for Smart School Bond Act funds for Classroom Learning Technology, the answer to this question must be aligned with the district's Smart Schools Investment Plan (SSIP).**

iPads are used for access to pictures to support context, translation using google translate or IM translator with back translation, youtube videos that help add context to learning, grammar websites (Randall's ESL cafe), and news that is in simplified English (Breaking News English). iPads are also used to record students to let them hear themselves speaking in English which can aid in helping with grammar or pronunciation. Some free apps that are used on occasion are: "flipboard," and "news-o-matic."

Laptops are also used when students need information from one of their classes translated and printed.

**Instructional Technology Plan - Annually - 2016**

Professional Development

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**F. Professional Development**

- Please provide a summary of professional development offered to teachers and staff, for the time period covered by this plan, to support technology to enhance teaching and learning. Please include topics, audience, and method of delivery within your summary.**

Method of Delivery:

Professional Development to support integrating technology into instruction is offered in multiple formats. During Superintendent's Conference Days there are sessions provided by District Teachers, the Technology Staff Developer, and BOCES trainers to share cutting edge educational technologies as well as to support staff in using some of the more tried and true tools. District staff also regularly participate in off-site professional development including NYSCATE (New York State Association for Computers and Technology in Education) conference, Educon, and school visits. Grade level teams involved in the 1:1 iPad program meet regularly to share integration strategies as well as workflow protocols. The Technology Staff Developer meets one-on-one with many teachers throughout the school year to assist in finding the right tool for the content, planning lessons/units using appropriate technology tools, and co-teaching to assist with the issues that come up in implementing a new tech tool.

Audience:

- all teachers in 1:1 grade levels ( 4-9 in the 16-17 school year, expanding up a grade level each year)
- all teachers using Smartboards
- all staff (on Superintendent's Conference Days that have a tech focus)

Topics:

- Integration tech tools in a way that focuses on the content and makes the tool ubiquitous
- Formative assessment using technology
- Tech for a student-centered classroom
- Building critical thinking & collaboration skills
- Google Apps
- Content integration of tools that include analytics to determine gaps and focus instruction
- STEAM integration, including coding

- Please list title and Full Time Equivalent (FTE) count (as of survey submission date) of all staff whose primary responsibility is delivering technology integration training and support for teachers. Does not include technical support.**

Title	Number of Current FTEs
Technology Integrator	0.50
	<b>0.50</b>

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Technology Investment Plan

**G. Technology Investment Plan**

1. Please list the top five planned instructional technology investments in priority order over the next three years. Infrastructure is considered an instructional technology investment.

	Anticipated Item or Service	Estimated Cost	Is Cost One-time, Annual or Both?	Funding Sources May choose more than one source
1.	Wi-Fi	78,000	One Time	<input type="checkbox"/> BOCES Co-Ser Purchase <input type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input checked="" type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
2.	Chromebooks	15,000	Annual	<input checked="" type="checkbox"/> BOCES Co-Ser Purchase <input type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
3.	Tablets	70,000	Annual	<input checked="" type="checkbox"/> BOCES Co-Ser Purchase <input type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
4.	Switches	9,500	One Time	<input type="checkbox"/> BOCES Co-Ser Purchase <input type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input checked="" type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
5.	Desktops	21,000	Annual	<input type="checkbox"/> BOCES Co-Ser Purchase <input checked="" type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input checked="" type="checkbox"/> Smart Schools Bond Act

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Technology Investment Plan

	Anticipated Item or Service	Estimated Cost	Is Cost One-time, Annual or Both?	Funding Sources May choose more than one source
				<input type="checkbox"/> Other
<b>Totals:</b>		<b>193,500</b>		

2. If "Other" was selected in question one, for items purchased or for a funding source, please specify.

(No Response)

**Instructional Technology Plan - Annually - 2016**

Status of Technology Initiatives and Community Involvement

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**H. Status of Technology Initiatives and Community Connectivity**

**1. Please check any developments, since your last instructional technology plan, that affect the current status of the technology initiatives.**

- Changes in District Enrollment
- Changes in Staffing
- Changes in Funding
- Technology Plan Implementation
- Computer-based Testing
- Catastrophic Event
- Developments in Technology
- Changes in Legislation
- Other
- None

**2. In this section, please describe how the district plans to increase student and teacher access to technology, at home and in the community.**

The District's 1:1 iPad program will greatly increase student and teacher access to technology over the next three years. Each year an additional grade level will be included in the program. As this occurs, teachers of students in that grade level will be provided with iPads and iPad training. This coming year, high school students will start getting Chromebooks on a 1:1 basis that they will take home. An additional grade will be added each year. Because students are expected to take devices home, this program gives students and teachers access to technology both at school and at home. It also affects the community because households in which multiple parents/children were sharing one computer or device, there are now often multiple devices available. The District also plans to continue to increase wireless access at school so that all students have fast access to needed information. The community has access to the school's wireless network during public events when school is not in session.

**3. Please check all locations where Internet service is available to students within the school district's geographical boundaries.**

- Home
- Community
- None

**3a. Please identify categories of available Internet locations within the community.**

Public library, restaurants

**Instructional Technology Plan - Annually - 2016**Instructional Technology Plan Implementation

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**I. Instructional Technology Plan Implementation**

- 1. Please provide the timeline and major milestones for the implementation of the technology plan as well as the action plan to integrate technology into curriculum and instruction to improve student learning.**

1) New and additional access points, additional security cameras, cabling and network switches

The District is adding additional iPads and Chromebooks each year for entire grade levels. We also allow staff and students to use personal wireless devices. To meet the wireless needs of the ever increasing number of wireless devices in both buildings, we plan to replace all existing HP access points with Aruba access points running the latest standard 802.11ac. We also plan to add additional access points throughout the District where additional coverage is needed. We are also adding additional internal security cameras and replacing external security cameras. The wireless and security projects will be funded with Smart Bond Act money so the timeframe for the completion of both projects is late Fall 2016. The required cabling will be run during Summer 2016 and the additional switches and patch panels will also be installed during Summer 2016.

2) Updated software for Smartboards

We purchased 12 licenses for the newest Smartboard software in July of 2015. The bundle also provides online PD and integrates wireless devices.

We have budgeted for licenses for the remainder of classrooms that have Smartboards. The licenses would be purchased and installed Summer 2016.

**Instructional Technology Plan - Annually - 2016**

Monitoring and Evaluation

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**J. Monitoring and Evaluation**

1. **Please describe the proposed strategies that the district will use to evaluate, at least twice a year, whether the district’s instructional technology plan is 1) meeting the vision and goals as outlined in the plan and 2) making a positive impact on teaching and learning in the district.**

The District's Instructional Technology Plan is a living and breathing document that will need to be examined and adapted as the needs of the school community change and as new technologies emerge. The Naples Technology Committee will meet at least twice a year to examine data and to evaluate progress being made regarding the District’s established Mission, Vision, and Goals. The following will be used to measure the implementation of the District’s Instructional Technology Plan:

- Verbal reports and personal reflections from Technology Committee members
- Student achievement data from local assessments as well as state and national exams
- Student grades
- Results from the 8th grade student technology test
- Student and staff surveys
- Parent feedback regarding the 1:1 mobile device initiative
- Data collected during classroom observations

2. **Please fill in all information for the policies listed below.**

	URL	Year Policy Adopted
Acceptable Use Policy -- AUP	<a href="http://www.naples.k12.ny.us/files/29210/h_saupnophotobyod.pdf">http://www.naples.k12.ny.us/files/29210/h_saupnophotobyod.pdf</a>	2013
Internet Safety/Cyberbullying*	<a href="http://www.naples.k12.ny.us/files/153249/2/0%20-%20naples%20csd%20policy%20manual%20-%20amended%20as%20of%202015-p2-25.pdf">http://www.naples.k12.ny.us/files/153249/2/0%20-%20naples%20csd%20policy%20manual%20-%20amended%20as%20of%202015-p2-25.pdf</a>	2012
Parents' Bill of Rights for Data Privacy and Security	<a href="http://www.naples.k12.ny.us/district.cfm7s_ubpage=1877003">http://www.naples.k12.ny.us/district.cfm7s_ubpage=1877003</a>	2014

**Instructional Technology Plan - Annually - 2016**

Survey Feedback

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**K. Survey Feedback**

Thank you for submitting your district's instructional technology plan (ITP) survey via the online collection tool. We appreciate the time and effort you have spent completing the ITP survey. Please answer the following questions to assist us in making ongoing improvements to the online survey tool.

1. **Was the survey clear and easy to use**

Yes

2. **Was the guidance document helpful?**

Yes

3. **What question(s) would you like to add to the survey? Why?**

(No Response)

4. **What question(s) would you omit from the survey? Why?**

(No Response)

5. **Other comments.**

(No Response)



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Appendices

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**Appendices**

1. **Upload additional documentation to support your submission**

(No Response)