

Instructional Technology Plan - Annually - 2016

LEA Information

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	3,660	106	733	794	844	1,159	24

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

Daniel Bowman

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

Director of Technology

Instructional Technology Plan - Annually - 2016Instructional Technology Vision and Goals

B. Instructional Technology Vision and Goals**1. Please provide the district mission statement.**

We demonstrate our commitment to the whole child by:

- Providing rigorous opportunities in academics, the arts, and athletics;
- Supporting the social, emotional, and developmental needs of all students;
- Maintaining a focus on character development; and
- Engaging families and our community

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

The Canandaigua City School District will use technology to enhance instruction, strengthen communication, insure security and increase efficiency of operations while providing opportunities for students and staff to acquire the skills and knowledge necessary to succeed in an increasingly technology based global society.

Technology Vision Statement

It is the vision of the Canandaigua City School District to create an environment where students, teachers and staff have safe, secure, and reliable access for all to technology that fosters creativity, critical-thinking and higher learning. Teachers will be facilitators of student learning through proficient and meaningful use of learning technologies to address multiple learning styles, to motivate and engage students, and to support student exploration and growth. Staff will also leverage technology to enable the most efficient and effective administration of K-12 education.

Technology Purposes and Goals:

Technology at Canandaigua City School District will:

- Enable graduating students to have the necessary technology skills and proficiencies to be successful in the workforce and/or higher education
- Be integrated into all areas of the curriculum to meet the needs of all learners
- Support ongoing staff development opportunities
- Be current, available and accessible to all students, faculty, staff and administration
- Improve the effectiveness of administrative tasks
- Be used to collect, assess, and share performance information
- Provide access to global information resources
- Will be periodically re-evaluated to ensure that we are providing the most effective teaching and learning tools to our students and staff within the districts means.
- Will include technology training to all students, faculty, staff and administration in an effective, systematic, and on-going manner.
- Be secure, stable, reliable, inventoried, and well-maintained, including the use of appropriate back-up systems
- Provide differentiated technology-based learning options to meet individual needs of students; explore alternative delivery of distance learning options for students, and; provide students with anytime/anywhere access to electronic content to support classroom instruction.
- Support communication, collaboration, and effective sharing of resources
- Enable active communication between the school and community by providing a means of access to program descriptions, school activities, and student information.
- Provide opportunities for staff to utilize new and emerging technologies that enhance teaching and learning.
- Be used in a way to understand, practice and encourage the legal and ethical use of technology to maintain the highest level of security possible for confidential information.

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Instructional Technology Vision and Goals

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 following people served on the Canandaigua City School District Technology Committee for the 2015-16 school year:

Dan Bowman – Director of Technology (Co-Chair), Parent
Tracy Lindsay – School District Data Specialist (Co-Chair)
Cheryl Birx – Board Member, Community Member
Bill Patrowicz – Board Member, Community Member, Parent
Ryan Hogan – 11th Grade Student
Ryan Bittel – 11th Grade Student
Jennifer Schneider – Community Member, Parent
Julie Winston – Assistant Superintendent for Instruction
Stephanie Knapp – Director of Special Programs
Vern Tenney – High School Principal, Community Member, Parent
Brian Amesbury – Primary-Elementary Assistant Principal
Katie McFarland – Director of Staff Development, Community Member, Parent
Steve Holmes – Technology Staff Developer, Community Member
Rose Rhode – Technology Support, Community Member
Greg Kane – High School Music Teacher
Steve Schlegel – High School Technology Teacher / CALT
Dave Platten – High School Science Teacher, Community Member, Parent
Keith Pedzich – High School English Teacher, Community Member, Parent
Melanie Dyroff – Middle School Media Specialist
Kathy Mapstone – Middle School Math Teacher, Community Member, Parent
Caroline Chapman – Middle School Social Studies Teacher
Katherine Wells - Primary-Elementary Teacher – Literacy Coach, Community Member, Parent
Jean Cirone – Primary-Elementary Teacher – K, Community Member
Lynn Coleates – Primary-Elementary Gifted & Talented Teacher 3-5th, Community Member, Parent
Heather Carson – Primary-Elementary Teacher – 3rd, Community Member, Parent

This committee has a very wide range of representation which allows us to have discussions and make decisions with many stakeholder groups represented at the same time. The group met on June 12, 2015, January 26, 2015, February 11, 2016, March 10, 2016, April 6, 2016, and June 9, 2016 to both review the existing technology plan, the elements of the Smart Schools Bond Act and the required parameters of the Smart Schools Investment Plan, to identify district's instructional technology strengths and needs, and to create the Smart Schools Investment Plan while making changes to our district technology plan for alignment.

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.

The gaps in the current level of technology vs the desired goals of the district are caused by a few factors. The main reason for each of the three identified gaps is the lack of budget due to other expenses that are deemed a higher priority coupled with the desire to keep the taxes low for the community. Providing time for staff development within the current schedule has also been a challenge to allow proper time for staff development.

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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 Services (Edutech)

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 Gbps or Mbps
Minimum Capacity	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Greater than 10 Gbps <input type="checkbox"/> 10 Gbps <input type="checkbox"/> 1 Gbps - < 10Gbps <input 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 Capacity	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Greater than 10 Gbps <input type="checkbox"/> 10 Gbps <input type="checkbox"/> 1 Gbps - < 10Gbps <input 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

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"> <input type="checkbox"/> Greater than 10 Gbps <input checked="" type="checkbox"/> 10 Gbps <input type="checkbox"/> 1 Gbps - < 10Gbps

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Instructional Technology & Infrastructure Inventory

	Please provide the speed at which classrooms are connected to building wiring/network closet.
	<input 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 checked="" type="checkbox"/> Greater than 10 Gbps <input type="checkbox"/> 10 Gbps <input type="checkbox"/> 1 Gbps - < 10Gbps <input 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	10	<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)	576	576
Laptops/Virtual Machine (VM)	504	504
Chromebooks	170	170
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	0	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	101	101
Totals:	1,351	1,351

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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)?

81

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.

Google Read/Write would be a resource that would improve students' access to technologies. All students will have the ability to have a Chromebook available to them within 3 years. Read/Write would allow for students to more easily access the information on the web and edit their work.

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

	Number of devices in use
Document Cameras	20
Flat Panel Displays	10
Interactive Projectors	0
Interactive Whiteboards	212
Multi-function Printers	38
Projectors	268
Scanners	49
Other Peripherals	35
Totals:	632

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

Camera/Camcorders – 35
Webcam - 13

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?

100

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?

Yes

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	Yes
Windows XP	No
Windows 7.0	Yes
Windows 8.0 or greater	Yes
Apple iOS 7 or greater	Yes
Chrome OS	Yes
Android	No
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.

Google Docs
 Microsoft Word
 Microsoft Excel
 Smart Notebook
 Microsoft Powerpoint

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Software and IT Support

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

ABC-CLIO – Databases
 Infobase Issues and Controversies
 Cengage Opposing Viewpoints in Context
 Cengage US History in Context
 Infobase Issues and Controversies in American History

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).

Family demographics, immunizations, assessments

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 Operations	1.00
Computer Services Assistant	1.00
Sr. Computer Services Assistant	2.00
Information Technology Network Analyst I	1.00
Information Technology Network Analyst II	2.00
	7.00

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Curriculum and Instruction

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

The district has worked hard to use technology tools and resources to transform our teaching and learning environments across the district. The district believes that technology included in this plan can be a powerful vehicle to actively engage all students in learning. Using technology tools and resources such as Chromebooks and iPads utilizing Google Apps and Schoology learning management system, teachers are able to personalize learning, differentiating both the content and the pedagogical approaches depending on the needs of students. Teachers can extend learning beyond the hours of the day and the confines of the classroom. They can also create authentic learning experiences and connect students to resources that will greatly enhance their learning. These resources can include content, study tools, collaborative tools, tools for assessment, and also connections to experts in the field, as well as to teachers and other students. Technology can help transform learning largely from the inclusion of 21st century life and career skills including digital creation and innovation, group collaboration, effective navigation of information and media, and digital citizenship skills.

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.

Technology is a beneficial tool for Students with Disabilities and English as a New Language students. Integration of technology allows them to participate, interact and work independently using a wide range of assistive tools and devices. The district's Special Education Department works directly with the District Technology Director to insure that assistive technologies are available for all students who require their use, and both departments collaborate to make sure that the technology requirements of each student's IEP are met.

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 district will continue to use the professional services available from agencies, such as BOCES, to recommend solutions for students with technology needs. Chromebooks and iPads continue to be the most recommended devices as a result of these evaluations. Our Smart Schools Investment plan includes purchasing a Chromebook or iPad for each student which will ensure the students with disabilities are receiving the same instruction on these devices as their peers. Classroom audio enhancement systems are included in the districts Smart Schools investment plan for each instructional classroom. This will allow every student including the students with hearing loss to hear in much greater detail the information presented in class.

Once a recommendation is made and approved, the district will support the solution in the following ways:

- Within its financial resources, provide the recommended hardware, software, and peripherals
- The Computer Services department will work closely with the Office of Special Programs and school building in implementing and supporting the assistive technology called for in a student's Individual Education Plan (IEP) or 504 Plan.
- The District will provide awareness and training for teachers and involved staff whose students are utilizing assistive technologies.
- The Computer Services department will inventory and track all hardware and software related to assistive technologies.
- The Director of Special Programs and the Director of Technology will investigate the most cost effective deployment of recommended hardware and software for classified students.

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

Instructional Technology Plan - Annually - 2016Curriculum and Instruction

- 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).**

Our Smart Schools Investment plan includes purchasing a Chromebook or iPad for each student which will ensure the students that are English language learners are receiving the same instruction on these devices as their peers. Classroom audio enhancement systems are included in the districts Smart Schools investment plan for each instructional classroom. This will allow every student including students that are English language learners to hear in much greater detail the information presented in class which allows for more comprehension.

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Professional Development

F. Professional Development

1. **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.**

The technology skill set needed by the teachers is identified and presented as expected proficiencies. Staff is encouraged to develop their technology skills in any of the following formats:

- Superintendent’s Day and other In-Service Days – Classes in technology subjects determined by evaluation of the skills needed. These are instructed by tech integration specialists
- After-hour Technical Sessions (Tech Time) – 30 minute classes at each school twice a month. The classes vary on technical subjects, for example, Technology Equipment Available, SMART Board Notebook, and GAFE They are taught by technology integration specialists, technology teaching assistants, internal teacher experts, BOCES technology specialists and other available experts in the field .
- Peer Observation – Teachers are encouraged to offer their technical skills and classroom implementations for viewing by other teachers.
- Course Work - Enrollment and completion of a District approved technology instruction learning experience. Including but not limited to on-line, traditional or hybrid models.
- Technology Assistant – Each school has a Technology Teaching Assistant who is available for technology help and instructional assistance.

In addition to the learning of technical skills, the teachers are also instructed in various ways of implementing these skills within their daily classroom routines.

Technology hardware, software and trends are constantly being tracked for needed updates in skills. This data is evaluated by the Director of Information Technology and Director of Professional Development and their respective committees for possible changes or additions to the current offerings.

2. **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
Director of Staff Dev	1.00
Teacher's Assistant	3.00
	4.00

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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.	Chromebooks	998,000	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.	Tablets	445,000	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
3.	Other	432,000	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
4.	Instructional Software	180,000	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 type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
5.	Interactive Displays/Projectors/Whiteboards	40,000	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 type="checkbox"/> Smart Schools Bond Act

Instructional Technology Plan - Annually - 2016

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
Totals:		2,095,000		

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

Classroom audio enhancement systems are being installed in each classroom with funding from the Smart Schools bond.

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Status of Technology Initiatives and Community Involvement

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 Smart Schools investment plan includes student and teacher assigned Chrome books for grades 3-12. These devices will be allowed to be brought home for educational purposes.
- The district working with community organizations to encourage open WIFI access and will be distributing a list of currently available locations for free Internet access in the community at the beginning of the school year to staff, parents and students.
- The district is currently investigating possible solutions to solve the problem of some students not having Internet access at home.

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 (1)
Local Businesses (8)
Community Broadband streets downtown
Civic Center (1)

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Instructional Technology Plan Implementation

I. Instructional Technology Plan Implementation

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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.

Canandaigua City School District Technology Integration Action Plan

Goal 1: Increase hardware and software availability to staff and students to meet educational needs

Actions Needed to Achieve Goal	Staff Development	Person(s) Responsible	Date Each Action Will Be Completed	Indication of Success
Active Technology Committee as oversight to implementation of the technology plan	n/a	Technology Committee Chairs	Meets 1st Thursday of each month	Meeting deadlines of plan and adopting changes to the plan as needed
Implementation of Schoology LMS for the Middle and High school students	Training provided to MS and HS staff on Schoology	Director of Technology	Fall 2016	Staff understanding of important parts of schoology
Implementation of 1:1 Chromebooks for MS, HS and CACC staff and MS and CACC students	Training on Google Apps, Schoology, Assessment tools and strategies, Digital citizenship and others.	IT Dept.	Fall 2016	Devices deployed
Implementation of classroom audio systems district wide	Training provided to all staff on the need and use of utilizing the systems daily	Director of Technology	Fall 2016	Systems installed a teachers are using them on a daily basis (Survey required)
Implementation of 1:1 Chromebooks for PES staff and HS students	Training on Google Apps, Schoology, Assessment tools and strategies, Digital citizenship and others.	IT Dept.	Fall 2017	Devices deployed
Implementation of Schoology LMS for the Primary Elementary students	Training provided to PES staff on Schoology	Director of Technology	Fall 2017	Staff understanding of important parts of schoology
Implementation of 1:1 Chromebooks and iPads for PES students	Training on Google Apps, Schoology, Assessment tools and strategies, Digital citizenship and others.	IT Dept.	Fall 2018	Devices deployed

Goal 2: Increase technology integration into classroom instruction

Actions Needed to Achieve Goal	Staff Development	Person(s) Responsible	Date Each Action Will Be Completed	Indication of Success
Identify staff within the district that have advanced skills in technology integration	n/a	Director of Professional Development	Winter 2016	List created of internal staff willing to assist in future PD opportunities
Develop ways to showcase successful technology integration within the district	n/a	Director of Professional Development	Spring 2017	Staff have opportunities to see success full classrooms and begin to do similar activities in their classes
Identify and collaborate with regional districts with a	n/a	Director of Professional Development and Director	Winter 2016	Produce a list of districts willing to collaborate on

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Instructional Technology Plan Implementation

high level of existing technology integration		of Technology		technology initiatives
Create collaboration events with districts identified for technology collaboration	n/a	Director of Professional Development	Spring 2017	Successful completion of Regional Technology PD day scheduled for March 2017
Further develop a long term professional development plan that helps staff integrate technology into instruction	n/a	Director of Professional Development	spring 2017	A rich schedule of leveled PD offerings on implementation strategies
Redefine classroom instruction methods with the use of Schoology	Many PD opportunities to leverage collaboration tools in Schoology to enhance instruction		spring 2018	Schoology becomes the hub of all classroom, building and district activities and communications
Goal 3: Enhance communication with Staff, Students, Parents and Community				
Actions Needed to Achieve Goal	Staff Development	Person(s) Responsible	Date Each Action Will Be Completed	Indication of Success
Reevaluate our current web site and make changes to modernize and make more efficient	Train staff on the use of new web site tools	Director of Technology	Winter 2016	Staff proficient in use of updated web site
Further the use of Social Media to for more active communication with stakeholders on district goals and successes	Staff and Admin training on professional uses of Twitter, Facebook and Instagram	Public Relations Director	Spring 2018	All major district communications flow through our social media sites

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Monitoring and Evaluation

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.

Technology Plan Monitoring and Evaluation			
Date	Purpose	Participants	Outcome
Annually on the 1st Thursday in November	Technology Survey	District personnel	Provide district leadership with clear picture of staff perception of district technology use and needs
Annually on the 1st Thursday in December	Meeting to discuss how the survey results reflect the districts vision and goals as outlined in the technology plan and how much progress we are making on having a positive impact on teaching and learning in the district.	District Technology Committee	Evaluation of current state as it relates to the Technology Plan and the development of meeting topics and work to be done by the committee for the rest of the school year
Annually on the 1st Thursday in June and July	Discuss changes in the Technology plan for the following year to best meet the vision and goals as outlined in the previous year's plan and develop action steps for making a positive impact on teaching and learning in the district.	District Technology Committee	Updated District Technology Plan to be used for the following year

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

	URL	Year Policy Adopted
Acceptable Use Policy -- AUP	http://www.canandaiguaschools.org/policies.cfm?pid=820	1998
Internet Safety/Cyberbullying*	http://www.canandaiguaschools.org/policies.cfm?pid=811	2001
Parents' Bill of Rights for Data Privacy and Security	http://www.canandaiguaschools.org/policies.cfm?pid=1077&searchwords=security	2003

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Survey Feedback

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

Appendices

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

(No Response)