

# ALTMAR-PARISH-WILLIAMSTOWN CSD

## Instructional Technology Plan - Annually - 2015

LEA Information

Status Date: 03/30/2015 10:28 AM

### A. LEA Information

1. What is the total student enrollment based on the most recent BEDS Day submission?

1,289

2. What is the student enrollment by grade band based on the latest BEDS Day submission?

	Enrollment
Grades K-2	271
Grades 3-5	287
Grades 6-8	289
Grades 9-12	406

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

Rose M. Darby

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

Assistant Superintendent

4a. If the response to question four was "Other", please provide the title.

(No Response)

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## Instructional Technology Plan - Annually - 2015

### B. Instructional Technology Vision and Goals

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

A  
cademics at its best,  
P  
ursuit of excellence,  
W  
here students come first.  
APW CSD utilizes technology to support our beliefs about teaching and learning. Technology is provided so all stakeholders are able to engage in this endeavor.  
The use of technology allows all stakeholders to work together, improving student achievement, and preparing students for College and Careers. Our objective is to create a supportive connection for all stakeholders involved in our schools where technology resources support all children regardless of needs, race, creed, wealth, or location.  
The APW CSD will use technology to support and improve student achievement.

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

APW CSD serves a rural community on a two building campus. Many areas within the community lack digital connectivity prohibiting access to electronic resources and information. The purpose of our technology plan is to support instruction and learning. These goals are instructional in nature having to do with curriculum, instruction, and staff development. Knowing that technology and instruction is in constant flux, we have developed a fluid plan to be able to respond to market place, curriculum, instructional best practices, education law, regulation and policy, and the ability of our educational community to provide the financial support for implementation.

2015-2018 Goals:

- Educate the APW students on safe and effective use of computer technology.
- Provide ongoing professional development for all staff to ensure students and educators meet ISTE technology standards and increased technology literacy, integrated with the common core through meaningful learning opportunities.
- Demonstrate technology literacy and authentic projects that are integrated in content standards.
- Identify and assess the usefulness of technology tools for instruction, learning, and job productivity.
- Identify appropriate technology solutions to increase learning and enrichment.
- Encourage appropriate use of social networking and “bring your own devices” for enhancing the instructional environment.
- Support that includes general customer service with understanding, respect, and attention to the needs for technology to provide a quality educational and work environment.
- Support long-term commitment and planning for funding computer technology programs, hardware, and professional development.
- Continue to upgrade the network infrastructure, wireless networks, inventory and replacement of hardware through a five year replacement plan
- Maintain consistent reliable access to technology that teachers and students have become accustomed and reliant upon.
- Continue to develop and implement a better and more direct system to measure, review, and evaluate our technology plan.

Our current state of technology has a shortage of mobile devices for instructional use. We have found that the netbooks we own are not useful within our learning environment because they are not robust enough to do what teachers and students need. These need to be replaced with more laptops to maintain and develop an effective and productive learning environment. They can be reutilized at our elementary library to download and read any digital book in our regional library system.

With utilizing a five year replacement plan, memory and hard drives will need to be purchased in or around a 3 year interval to update the hardware to work with new innovations in education and productivity.

Administration will work to develop an overall annual technology budget that is dictated by the technology needs that support improved student achievement.

We will utilize multiple measures to evaluate success of the plan and how it impacts student learning and achievement. These measures may include but are not limited to: number of computers, labs, and student:computer ratios; number of peripherals; potential and actual bandwidth use over time; number of pure and instructional technology staff; repair history; web-filtering statistics; number of, and attendance at, instructional technology professional development; senior exit interviews; yearly surveys; and ongoing review and adjustment of the evaluation processes.

# ALTMAR-PARISH-WILLIAMSTOWN CSD

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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.**

Our team utilized the CNYRIC Model Schools technology staff and local BOCES Curriculum and Instruction Committee staff to assist in reviewing, discussing and working through the plan components. We divided the plan into sections that applied to network specifications, data and student information, special programs/special education, professional development, instructional technical integration, inventory, and infrastructure to draft the plan components. Then we utilized those persons in charge of each section, which included: the LAN WAN System Administrator, Junior High School Principal, Director of Special Education, LAN technician, Audio Visual Aide personnel, Assistant Superintendent for Curriculum and Instruction, and our Library Media Specialists to obtain information to complete the survey. We will then utilize the same personnel to review and revise the plan components to meet our instructional technology plan implementation, and continue to develop multiple measures to monitor and evaluate the plan on an annual basis

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

Connectivity (Checked)  
Device Gap (Checked)  
Professional Development (Checked)  
Staffing (Checked)

- 4a. **Please specify if "Other" was selected in question four.**

(No Response)

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

Money - NYSED states districts need structure to support 100meg of Bandwidth per 1,000 students. We need 130mb at our expense. Budgets do not meet the demand of instructional technology.

Time - Contracts block access to staff needing PD. Technology demands impact IT staff preventing research and access to calculate bandwidth and product research and tech specifications. Time to learn the capacity of instructional impact of new equipment and how to use it.

Quality - Lack of IT personnel to make decisions; lack of effective instructional integration specialists; lack of personnel with knowledge and experience to research instructional hardware, peripheral and software requests and use.

# ALTMAR-PARISH-WILLIAMSTOWN CSD

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### C. Technology and Infrastructure Inventory

1. What is the available network broadband bandwidth? Please express speed in Mb (Megabits) or Gb (Gigabits). \*

	Minimum Capacity (Expressed in Mb or Gb)	Maximum Capacity (Expressed in Mb or Gb)
Network Bandwidth: Incoming connection TO district schools (WAN)	1Gb	1Gb
Internal Network Bandwidth: Connections BETWEEN school buildings (LAN)	1Gb	1Gb
Bandwidth: Connections WITHIN school buildings (LAN)	1Gb	1Gb

2. What is the total contracted Internet access bandwidth for your district? Please express speed in Mb (Megabits) or Gb (Gigabits).

100mb

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

Central New York Regional Information Center

4. Which wireless protocols are available in the district? Of these, which are currently in use? Check all that apply.

	Available/In Use
802.11a	Available (Checked) In Use (Checked)
802.11b	Available (Checked) In Use (Checked)
802.11g	Available (Checked) In Use (Checked)
802.11n	Available (Checked) In Use (Checked)
802.11ac	(No Response)
802.11ad	(No Response)
802.11af	(No Response)

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

Yes

5a. What percentage of your district's instructional space has wireless coverage?

100

6. Does the district use a wireless controller?

Yes

7. What is the port speed of the switches that are less than five years old in use in the district?

1Gb

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

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Instructional Technology & Infrastructure Inventory

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	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)	309	309
Laptops/Virtual Machine (VM)	224	224
Chromebooks	0	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	52	52
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	123	123
<b>Totals:</b>	708.0	708.0

9. **Of the total number of students with disabilities in your district, what percentage of these students are provided with assistive technology as documented on their Individualized Education Programs (IEPs)?**

42

10. **From your technology needs assessment, please describe any additional assistance or resources that, if provided, would enhance the district's ability to provide improved access to technologies, including assistive technologies, for students with disabilities.**

APW would utilize additional funding for Professional Development of all general education and special education teachers in addition to our IT staff for the full use of assistive technologies. We would also use the additional funding to complete a comprehensive assistive technology needs assessment on an individual basis, for all students identified as disabled. The comprehensive assistive technology assessment would be the first of its kind within our district and would be a direct correlation with improving student achievement with our QIP that was approved by NYSED in May, 2015

11. **How many peripheral devices less than five years old are in use in the district?**

	Number of devices in use that are less than five years old
Document Cameras	16
Flat Panel Displays	229
Interactive Projectors	0
Interactive Whiteboards	43
Multi-function Printers	0
Projectors	68
Scanners	7
Other Peripherals	50
<b>Totals:</b>	413.0

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

13 cameras; 6 web cams; 4 Smart Board Slates; 4 Student Response System sets; 23 digital readers.

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

Yes

# ALTMAR-PARISH-WILLIAMSTOWN CSD

## Instructional Technology Plan - Annually - 2015

Instructional Technology & Infrastructure Inventory

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

Yes

14a. On an average school day, approximately how many student devices access the district's network?

600

15. 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 Plan - Annually - 2015

Software and IT Support

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### D. Software and IT Support

1. **What are the operating systems 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	No
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.**

Schoology.com; Naviance; GradPoint; and CDOS/SAC Management Program; Castle Learning

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

Learning.com; Microsoft Office; Education City; SmartNotebook Software V.11; and Brain Pop/ Brain Pop Jr.

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

Sirs Researcher  
 CERF (Curriculum & Education Resource Finder)  
 Health Reference Center  
 Encyclopedia Americana  
 Marshall Cavendish e-books

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Software and IT Support

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**8. Does the district have a Parent Portal?**

Yes

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

Attendance (Checked)  
Grade Reporting (Checked)

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

other was not selected.

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

Learning Management System (Checked)  
Emergency Broadcast System (Checked)  
Website (Checked)

**9a. Please specify if the response to question nine was "Other".**

(No Response)

**10. Please list title and FTE count (as of survey submission date) of all staff whose primary responsibility is technical support.**

Title	Number of Current FTEs
LAN Technician	2.00
LAN WAN Sys Administrator	1.00
	<b>3.0</b>



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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?**

Digital connectivity and technology will be used to support teaching and learning. We will infuse classrooms with digital learning tools including, but not limited to: computers, tablets, laptops, Smart Boards, document cameras and hand held/mobile devices. This will provide access to educational resources; increase engagement; develop 21st century skills, while promoting success for college and careers. Students and teachers will utilize technology for online, distance, blended, and project based learning. This will increase motivation and student engagement, regardless of background, disability, or language; allowing the use of assistive technology for learning/physical disabilities, for students to participate in general education classrooms, exploring, expanding, and learning in ways not previously available; promoting a more positive classroom learning environment. Students learn best when engaged in meaningful learning activities, given the opportunity to learn from each other and share ideas. This promotes engagement with teachers and learning through connected teaching; linking teachers to their students with professional content, resources, data, web-based learning systems and software to help improve instruction and personalize learning. It allows students to be involved in sustained, collaborative investigations, organized around complex, rigorous questions, promoting their involvement through inquiry and active problem solving. Tackling real world problems allows them to demonstrate their learning of key standards through tangible applications. Digital connectivity and technology allows our district the means to provide effective, efficient, and responsible use of resources in tight budget times while focusing on improving student outcomes and maintaining or reducing costs.

**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 specify.**

General education students and students with disabilities are served within the school district within all educational environments. Our buildings are equipped with Smartboards, projectors, Notebook software, student response systems, laptops, laptop carts, iPads and carts, iPods, digital readers, document readers, wired and wireless access, databases, web based applications, and multi-user labs for use by all classes and students for a universal design for learning. Additional assistive technology is provided as per each individual identified student's needs (as indicated on their IEP). We have rooms identified where students can go to, to use additional computers for test modifications (mini-lab reserved for this purpose). We also utilize additional programs and peripherals to meet identified student's needs, to include but is not limited to: Read Write Gold software, Alphasmart devices, iPads, and Microsoft Word word processing.

**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.**

Our instructional plan in addition to the district's goals and vision, allows for providing assistive technology to students with disabilities to ensure access to and participation in the general curriculum. As a district, we are responsible for assistive technology needs of all students with disabilities served in our public school district. If it is necessary for a child's individual needs, they receive it. Any student with disabilities that is placed in a program outside of our school district (State-approved private or State-operated/supported schools) have access to assistive technology as indicated on their IEP. In the event a program placement does not provide the assistive technology, the district is legally responsible to provide the equipment as per the child's IEP. All BOCES placements are legally responsible for providing assistive technology services to students as part of their instructional program. We work collaboratively with CiTi and CNYRIC to plan and implement procedures to provide assistive technology in our district.

**ALTMAR-PARISH-WILLIAMSTOWN CSD**  
**Instructional Technology Plan - Annually - 2015**

Professional Development

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**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.**

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Professional Development

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Topics	Audience	Method of Delivery	PD Standards
		<ul style="list-style-type: none"> <li>• Small group training</li> </ul>	
Blended Learning	Targeted staff	<ul style="list-style-type: none"> <li>• 1:1 support and follow-up</li> </ul>	2e, 5a, 5b, 6a, 9a
Smartboard training	All staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	5b, 9a
Schoology training	All staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	7a, 9a, 9f
Web Page training	All staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	7a, 9a, 9f
MakeyMakey training	All STEM staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	9b, 9c,9e
iPad/Apps integration	All staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	9a, 9b
Gradpoint training	All secondary staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	9a, 9c, 9d,
Education city	All elementary staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	7a, 9f,10d
BrainPop/Jr	All elementary/JH staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	5b, 9c, 9e
EduCannon training	Targeted staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	4b, 9e
Castle Learning	All staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	5a, 9c
Screencasting	All staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	9a, 9f
Web Resources	All staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	2a, 9d
Multi-media and Publishing Tools	All staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	2d, 5b
Data Collection Tools	All staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	8a, 8b, 9d
Blogging	All staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	
Smart Response Systems	All staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	8a, 9d
Video Conferencing	All staff	<ul style="list-style-type: none"> <li>• See above</li> </ul>	4b, 7a, 9c, 9f
Internet Safety	All staff	<ul style="list-style-type: none"> <li>• Small group</li> </ul>	6a, 9g
OT.com	All Occupational Therapists	<ul style="list-style-type: none"> <li>• See above</li> </ul>	5b, 7a, 9a, 9c, 9d, 9e, 9f,10d
PT.com	All Physical	<ul style="list-style-type: none"> <li>• See above</li> </ul>	5b, 7a, 9a, 9c, 9d,

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Professional Development

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Therapists	9e, 9f,10d
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2. Please list title and FTE count (as of survey submission date) of all staff whose primary responsibility is technology integration training and support for teachers.

Title	Number of Current FTEs
Computer Ed. Specialist	0.60
Dir. of IT, Eval & Discip	0.20
	<b>0.8</b>

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## Instructional Technology Plan - Annually - 2015

Technology Investment Plan

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### G. Technology Investment Plan

1. Please list the top five planned technology investments in priority order over the next three years.

	Anticipated Item or Service	Estimated Cost	Is Cost One-time or Annual	Potential Funding Source (May list more than one source per item.)
1	Broadband	15,000	Annual	E-Rate & Gen Fund
2	Laptops	23,000	Annual	General Fund & Fed Grants
3	Professional Development	45,000	Annual	Gen. Fund, Title IIA, Title IVB, & IDEA
4	Other	75,000	One Time	Gen fund, competitive Grants if available
5	Interactive Whiteboards	16,900	Annual	Gen fund, competitive grants if available
<b>Totals:</b>		174900.0		

2. If "Other" was selected in question one, please specify.

Update/Review CAD Lab hardware

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## Instructional Technology Plan - Annually - 2015

Status of Technology Initiatives and Community

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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 (Checked)  
Changes in Staffing (Checked)  
Changes in Funding (Checked)  
Developments in Technology (Checked)

- 1a. Please specify if response to question one was other.

(No Response)

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

The district plans to increase student and teacher access to technology in school through increased bandwidth, hardware and software replacements and updates (i.e. additional laptops and laptop carts), monitor student progress and update assistive technology needs through CSE annual review, and continue professional development to promote multi-learning modalities and platforms. We also plan to increase access at home thorough increased use of LMS, parent portals, web based programs, providing assistive technology as indicated in individual IEPs, and provide adult education technology workshops. We also have a guest wireless network so students, guests, and visitors can bring their own devices. Our plan to increase access in the community is to provide more open access to our school buildings and to invite community members to our adult education technology workshops.

3. Please check all locations where Wi-Fi service is available to students within the school district geographical boundaries.

School (Checked)  
Home (Checked)  
Community (Checked)

- 3a. Please identify categories of available Wi-Fi locations within the community.

Local businesses/Restaurants:  
Grist Mill Restaurant, Maple View Restaurant, Subway/Mobil Gas Station/Duncan Donuts, McDonalds, Ponderosa  
Public Libraries:  
Parish Public Library, Williamstown Public Library, Camden Public Library, Central Square Public Library, Mexico Public Library, and Pulaski Public Library

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### I. Instructional Technology Plan Implementation

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

Instructional Technology implementation is already being done throughout the district. The action plan is to continue to integrate technology into curriculum and instruction to improve student learning.

Milestone	Timeline
Continue Professional Development (See F1)	2015-2019 (ongoing)
Annual update / purchase of Broadband	2015, 2016, 2017, 2018, 2019 (Annually)
Replacement of Laptops	2018, 2019 (to maintain a 4 year replacement plan)
Increase the number of laptops and laptop carts	2015 – 2017 (30 laptops and 1 cart per year for 3 years to merge into the 4 year replacement plan)
Update CAD Lab computers	2016 – 2017 school year
Purchase 3D printers / CAD Lab	2015 – 2016 school year
Purchase of CAD software	2015- 2016 school year
Replacement of Interactive White Boards	2015 – 2019 (average of 10 a year as needed)
Increase staffing of integrated technology educators	2016 FTE .4 increase 2019 FTE .4 increase
Printer replacements	2015 – 2019 (average of 17 a year as needed)
Update Infrastructure – prioritized needs	2019 (to maintain a 4 year replacement)
Update Copier Contracts	2018 – 2019 School year



**ALTMAR-PARISH-WILLIAMSTOWN CSD**  
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Monitoring and Evaluation

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**J.Monitoring and Evaluation**

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## Instructional Technology Plan - Annually - 2015

Monitoring and Evaluation

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1. **Please describe the proposed strategies that the district will use to evaluate, at least twice a year, the effectiveness of the implementation of the district's instructional technology plan to improve teaching and learning.**

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**Instructional Technology Plan - Annually - 2015**

Monitoring and Evaluation

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Milestone	Timeline	Evaluation
Continue Professional Development (See F1)	2015-2019 (ongoing)	January and June of each year review the number of offerings, participants and survey for use in classrooms
Annual update / purchase of Broadband	2015, 2016, 2017, 2018, 2019 (Annually)	July 1st - complete purchasing and February – plan for next year purchases
Replacement of Laptops	2018, 2019 (to maintain a 4 year replacement plan)	July 1st - complete purchasing of replacements and February – plan for next year replacement
Increase the number of laptops and laptop carts	2015 – 2017 (30 laptops and 1 cart per year for 3 years to merge into the 4 year replacement plan)	July 1st - complete purchasing and February – plan for next year purchases
Update CAD Lab computers	2016 – 2017 school year	July 1st - complete purchasing of replacements and February – plan for next year replacement
Purchase 3D printers / CAD Lab	2015 – 2016 school year	July 1st - complete purchasing and February – plan for next year purchases
Purchase of CAD software	2015- 2016 school year	July 1st - complete purchasing and February – plan for next year purchases
Replacement of Interactive White Boards	2015 – 2019 (average of 10 a year as needed)	July 1st - complete purchasing of replacements and February – plan for next year replacement
Increase staffing of integrated technology	2016 FTE .4 increase 2019 FTE .4 increase	February - remind budget planning personnel that the

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educators		increase will need to occur and May – revisit adopted budget to monitor for future increase
Printer replacements	2015 – 2019 (average of 17 a year as needed)	July 1st - complete purchasing of replacements and February – plan for next year replacement
Update Infrastructure – prioritized needs	2019 (to maintain a 4 year replacement)	Monitor infrastructure every July, November, and March to evaluate any potential or unexpected needs.  No need to revisit until contract is due. February 2019 – meet to update contract and September 2019 – receive new copiers/contract.
Update Copier Contracts	2018 – 2019 School year	

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

	Date of Public Forum (If applicable)	URL	Year Policy Adopted
Acceptable Use Policy -- AUP	11/13/2014	<a href="http://www.apwschools.org/tfiles/folder145/6162%20Internet%20Access%20%26%20Acceptable%20Use%20Students%2CFaculty%2CStaff%20FINAL%2011132014.pdf">http://www.apwschools.org/tfiles/folder145/6162%20Internet%20Access%20%26%20Acceptable%20Use%20Students%2CFaculty%2CStaff%20FINAL%2011132014.pdf</a>	2014
Internet Safety/Cyberbullying	05/27/2015	<a href="http://policy.microscribepub.com/cgi-bin/om_isapi.dll?clientID=1044843231&amp;depth=2&amp;infobase=altmar_parish_williamstown.nfo&amp;softpage=PL_frame">http://policy.microscribepub.com/cgi-bin/om_isapi.dll?clientID=1044843231&amp;depth=2&amp;infobase=altmar_parish_williamstown.nfo&amp;softpage=PL_frame</a>	2013
Parents' Bill of Rights for Data Privacy and Security	07/01/2014	<a href="http://www.apwschools.org/districtpage.cfm?pageid=224">http://www.apwschools.org/districtpage.cfm?pageid=224</a>	2014

3. Does the district have written procedures in place regarding cybersecurity?

Yes

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## Instructional Technology Plan - Annually - 2015

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**

No

**1a. If response was "No", please explain.**

The guidance information should be inserted in the document vs. having a separate document would be more expedient with assisting people in completing the survey.

Questions are redundant or require information to be repeated

The collection of data to complete the survey involved many hours of dedicated work time from multiple individuals in addition to group committee meetings

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

No

**2a. If "No", please explain.**

Many times the guidance document simply restated the question or sites a section of law. Specific examples would have been helpful to provide the answers in a manner that would be acceptable by the department.

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

There are no additional questions we can think of at this time.

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

The question on procedures because that is an administrative practice and does not pertain to policy

The question on increasing access to homes and communities; providing homes and community businesses with internet access is not the school district's responsibility. Putting internet use in homes is a misappropriation of taxpayer funds.

Feedback on the survey tool should NOT be included on the survey but available as a link after the plan survey is submitted and accepted. This way feedback of the process for submitting the survey on the portal can also be provided.

**5. Other comments.**

(No Response)

# ALTMAR-PARISH-WILLIAMSTOWN CSD

## Instructional Technology Plan - Annually - 2015

Appendices

Status Date: 03/30/2015 10:28 AM

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### Appendices

1. Upload additional documentation to support your submission

(No Response)