

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	7,909	248	1,690	1,706	1,686	2,525	54

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

Craig Sperzel

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

Director of Technology

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Instructional Technology Vision and Goals

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B. Instructional Technology Vision and Goals

1. Please provide the district mission statement.

The Patchogue-Medford School Community's Mission is to provide diverse pathways and varied enrichment opportunities that will lead to meaningful learning experiences for all students.

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

The vision for technology at the Patchogue-Medford School District is focused on integrating technology into the daily instructional curriculum, providing students with the opportunity to utilize 21st Century devices and software platforms that enhance the learning experience. Our district caters technology to compliment the ubiquitous access of information and resources, allowing students to take advantage of a variety of digital resources. It is our vision to improve student involvement in learning activities and to become proficient in the latest technologies, while allowing them to access and improve their understanding of the wealth of information that surrounds them. The use of technology within the district will allow students to better prepare for digital assessments, in addition to acquiring the necessary skills, knowledge, and values needed for college and career readiness.

Goals

1. Students will use technology to communicate effectively and creatively through software applications with support from teachers.
2. Students will use technology with support from the teacher to access, retrieve, evaluate, and interpret visual and auditory information.
3. Students will use information to support learning in all content areas.
4. Students will use technology with support from the teacher to enhance independence and productivity.
5. Students will use technology to communicate effectively and creatively through software applications.
6. Students will learn to effectively and properly communicate through network communication systems, such as E-mail and Learning Management Systems.
7. Students will use technology to access, retrieve, evaluate, and interpret visual/auditory information.
8. Students will use technology and its applications to maximize productivity and effectiveness.
9. Students will develop basic technology skills, such as typing proficiencies, appropriate access methods, ethical guidelines and methods of collaboration.

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 process by which the district technology plan is developed, begins with the applications of district wide committees that are chaired and co-chaired by members of the Board of Education and District Administrators. Members of the Technology Committee are determined through this method and later participate in the numerous meetings held to review technology initiatives, including the ongoing development of the district technology plan. The District Committee's usually contain various stakeholders, including Board of Education Trustees, District Administrators, Teachers, Parents, Community members and other guests as required. As the district further entrusts the Technology Committee to develop the Smart Schools Investment Plan, additional stakeholders will be invited to meet the requirements for such, and will include but is not limited to, district students and representatives from non-public schools within the district boundaries.

The Technology Committee continuously reviews the technology plan and one of the more recent outcomes of the committee in the recent years, includes a supplemental technology replacement plan to indicate the necessity for replacement of various classroom technologies, including proposed refresh cycles and associated costs.

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

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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.**

There are various reasons for the gap, some of which include the limitation of available technology devices to provide adequate time for students to learn and utilize the numerous instructional software made available to them. Another reason includes the absence of adequate support staff and professional development to ensure mastery of skills, expertise and comfort levels of the staff in technology related instruction. Staffing adequate technical support personnel is also a considerable challenge in providing the necessary tech support for the teachers and students to ensure maximum utilization of the available computer labs and technologies.

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Instructional Technology & Infrastructure Inventory

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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 - < 1 Gbps
- 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?

Eastern Suffolk BOCES

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 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
Maximum Capacity	<ul style="list-style-type: none"> <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

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.

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Instructional Technology & Infrastructure Inventory

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	Please provide the speed at which classrooms are connected to building wiring/network closet.
Minimum 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
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	100	<input checked="" type="checkbox"/> Mbps <input 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?

95

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?

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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)	1,870	1,870
Laptops/Virtual Machine (VM)	350	350
Chromebooks	4	4
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	130	130
Tablets less than nine (9) inches without access to an external keyboard	4	4
Tablets nine (9) inches or greater without access to an external keyboard	411	411
Totals:	2,769.00	2,769.00

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)?

11

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.

Additional assistance or resources that would enhance the districts ability to provide access to students with disabilities would include: Professional development for staff regarding devices and specialized software, iCloud access to Apple devices and other cloud based resources, in addition to enhanced iPad printing capabilities.

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

	Number of devices in use
Document Cameras	65
Flat Panel Displays	25
Interactive Projectors	0
Interactive Whiteboards	573
Multi-function Printers	30
Projectors	585
Scanners	24
Other Peripherals	179
Totals:	1,481.00

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

eInstruction Interactive Voting Devices - (55 class sets)
 iPod / iPod Touch - 106
 Digital Camera's - 18

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Instructional Technology & Infrastructure Inventory

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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)?

No

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

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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	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.**

Right Reason Technologies

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

School World Teacher Pages
 Scholastic Reading applications
 Learning A-Z
 Castle Learning
 Aimsweb

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Software and IT Support

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

(No Response)

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).

Bus Information
Emergency Contact Verification

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
Network & Sys. Admin	1.00
Network & Sys. Spec. II	2.00
Network & Sys. Spec. I	1.00
Network & Sys. Tech	2.00
School Communications Technician	1.00
Office Applications Specialist	2.00
	10.00

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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 Patchogue-Medford School District is focused on providing an expansive range of instructional technology devices and equipment that foster a content rich learning environment for our diverse student population. Improving student accessibility to instructional technologies is paramount and improving our network infrastructure will provide the opportunity for students to access various server and web based instructional applications that will be made accessible by the devices that are available in our classrooms, computer labs and libraries.

The district offers a wide range of instructional software that focus on digital literacy, reading, writing, creativity, collaboration, digital assessment components, as well as additional software to compliment other content areas. We continue to evaluate our software needs to ensure accessibility from both school and at home, and also to further support the growing linguistic needs and academic diversity. It is important that we continue to expand and upgrade our network infrastructure to accommodate the growing demands of the district's software applications, while maximizing the productivity of classroom and computer lab devices.

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.

In accordance with Free and Appropriate Public Education regulations, all students have full access to available technology in the elementary, middle and high school. In particular cases, additional devices have been allocated to students with disabilities, such as Fusion & Forte devices, laptops, iPads or access to laptop carts and related software. The district continues to evaluate the needs for students with disabilities and when applicable, provide the necessary assistive technology to ensure equitable access to instruction, materials and assessments. Additionally, the district has been improving the methods by which students' technology needs are evaluated and looking to provide additional professional development to staff, training to students and support when needed.

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.

If the Committee on Special Education (CSE) recommends an Assistive Technology evaluation, the evaluation is conducted by an independent agent. The evaluator assesses the student's needs and confirms the availability of equipment, software, and a sufficient infrastructure within the confines of the school building. The written report is reviewed by the CSE and recommendations are then made for assistive technology training and/ or the implementation of particular devices or software programs. Training is conducted by consultants and/ or district employees.

The district caters to the needs of students with disabilities by providing a range of classroom and assistive technologies that currently include tablet devices, student laptops, classroom computers, testing centers and various software applications. The classroom learning technologies included in the first submission of the Smart Schools Investment plan will further provide resources to students with disabilities by way of classroom computers and computer labs that provide access to assistive software applications. Some of the current applications that will be available, include Don Johnston's Solo Suite, Kurzweil, Bookshare, and many web based and specialized applications that cater to the individual needs of students. Additionally, the replacement of Teacher MacBook's will ensure that district staff technologies are meeting the growing requirements of currently used instructional software that are utilized daily by all students in the district.

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

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- 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).**

The infusion of technology in the instruction of English language learners (ELLs) enhances instruction, student motivation, and confidence. Technology allows students access to instruction via graphics, video and audio. The implementation of a multi-media approach provides students with the background knowledge they need to understand new learning thus bridging the students' language acquisition. Furthermore, when students' language production is not commensurate with their receptive vocabulary and content knowledge, students can demonstrate their understanding via the use of a variety of software applications (iMovie, photostory, Prezi, Powerpoint, Glogster, Youtube...) to express themselves both with visuals and in writing. The acquisition of various technologies and devices as part of the Smart Schools Investment plan will aid in providing access by students to the various resources and software listed above.

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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.**

Currently, the district utilizes numerous professional development days provided by the Model Schools department of Eastern Suffolk BOCES. These training days are utilized during Superintendent Conference days to further the knowledge of instructional technologies, as well as provide guidance and awareness of new technology tools to the instructional staff. We are further allocating Model Schools days to the Library Media Specialists on various topics, so that they can turn-key train teachers and serve as a valuable resource with knowledge of classroom technologies. In the upcoming school year, we are focusing our efforts on utilizing the Library Media Specialists in all buildings to provide ongoing professional development to the teachers and act as a resource for the integration of new and existing technologies. The District is continuing to utilize other technology staff and other Administrative staff to further conduct trainings to Administrators and teachers on the use of communication and collaboration software. Many of the sessions provided will be in a format of group sessions with a maximum of 30 attendees, in addition to occasional small group or one to one trainings as necessary. The district is continuing to evaluate the professional development model and may undergo some changes during the school year.

In accordance with the technologies that we are purchasing using the Smart Schools Funds, we will further schedule professional development on topics that align with the planned purchases. Given many of the purchases will be in the form of devices and classroom technologies, we will focus on many of our existing district software applications, including but not limited to, Castle Learning, Learning.com, Scholastic applications, various digital curriculum resources, Office 365 and other collaboration tools, as well as cloud based presentation tools, digital assessments tools and digital citizenship. Additional professional development may also be scheduled to cover other topics including the eSchool Data Student Management System, AIMSweb and Right Reason technologies. Such topics may be scheduled in the form of PDP periods which are scheduled before the school day begins and would allow teachers to participate as needed.

- 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
Library Media Specialists	1.00
	1.00

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Technology Investment Plan

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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.**

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Technology Investment Plan

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	Anticipated Item or Service	Estimated Cost	Is Cost One-time, Annual or Both?	Funding Sources May choose more than one source
1	Laptops	750,000	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.	Desktops	950,000	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.	Switches	750,000	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.	Wi-Fi	650,000	One Time	<input type="checkbox"/> BOCES Co-Ser Purchase <input type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input checked="" 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.	Instructional Software	250,000	Both	<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
Totals:		3,350,000.00		

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Technology Investment Plan

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

(No Response)

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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 current technology plan allows for the utilization of district devices by teachers and students for access to technology throughout the school day. We currently offer computers in every K-6 classrooms with additional computers made available for specific instructional programs. Computer labs are also available in each building, with a minimum of 30 computer in each to accommodate our varied class sizes. The district also provides laptops to the teachers supporting the accessibility to technology that expands beyond the school day, including the development of curriculum and accessing district resources. Improved access to technology for the students will be primarily consist of Internet accessible devices and related infrastructure to enhance performance and connectivity. The district will also develop improved student access for school resources, including cloud based software licensing and related services that will enable the home access of specific district software. Recently, the district has been evaluating the use of student iPad's in the classroom at various grade levels, which will lead to potential 1:1 initiatives and offering increased mobile access for the students. The district will continue to evaluate WiFi services, such as Kajeet, which may provide Internet access to students with limited home access. The use of the district website and social media has continued to be utilized for providing critical information to the community, in addition to the availability of district computer resources for access by parents and other community members to submit aforementioned digital forms.

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
- Local Non-Profits
- Local Business
- Optimum WiFi

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Instructional Technology Plan Implementation

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I. Instructional Technology Plan Implementation

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Instructional Technology Plan Implementation

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- 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.**

Dates	Actions	Desired Outcome
Summer 2016	Implementation of new Instructional equipment – Teacher MacBook's	Provides increased accessibility of district and web based instructional technology resources for creating classroom content
Summer 2016	Purchase and Implementation of Elementary and Middle School Computer labs	Replaces critical desktop computers in computers labs to be utilized by all students to access instructional software
Summer 2016	Upgrade High School Infrastructure	Improves data communication within the High School network to provide high quality and faster data communications for faculty, staff and students delivering instructional content throughout the building
Fall 2016	Purchase and Implementation of Elementary Library laptop carts	Improves accessibility for all students to web based devices for accessing locally install and web based instructional software tools and Internet resources. Serves as an additional computer lab for each elementary school.
Fall 2016	Upgrade Media Arts iMac Computer labs in High School	Replace critical devices used for the delivery of media arts related instruction and courses
Winter 2017	Upgrade Elementary and Middle School Scholastic Computer labs	The replacement of critical classroom Scholastic labs will ensure the computers will properly support the Scholastic reading software and other critical applications.
Winter 2017	Upgrade Wireless Network Infrastructure	The upgrade of the existing wireless infrastructure will close the gap of any wireless covering in district, while allowing for increased performance and accessibility of district mobile devices.
Summer 2017	Upgrade High School "Computer Science" labs	These computers are used daily for the computer science courses offered at the High School and it is important to maintain properly working devices and current hardware to support the software.
Summer 2017	Middle School and Elementary School Infrastructure upgrades	Serves to provide enhanced connectivity and Internet access to classroom computers, allowing students to access local and web based instructional resources.
Fall 2017	Upgrade Elementary K-5 Classroom Computers	Upgrade classroom computers are part of our defined refresh cycle to provide classroom access to instructional technology and software.
Winter 2017	Evaluate/Upgrade of District Wide VoIP Phone solution	The productivity of both the Instructional and Operational components of the school district rely on the proper functionality and performance of the schools digital phone system. This project will allow the evaluation and upgrade of

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Instructional Technology Plan Implementation

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		necessary components.
Spring/ Summer 2018	SAN Storage Virtual Servers and Data Backup Solution.	The district will be analyzing local virtual servers and storage devices to ensure for adequate growth and performance. The servers and storage solutions offer server access and local user storage for students and staff.
Summer 2018	Upgrade High School Computer labs	The High School offers three shared computer labs which serve as student workstations for various local and web based applications and learning platforms.

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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.**

Technology Implementation is an ongoing process that should adapt to the changing needs of all involved parties. An effective way to elicit information is through a survey. As referenced in our district technology plan, a survey will be used to gather information and assist with making adjustments to both the content and process of its technology plan and implementation. Surveys will be conducted periodically through a web based survey tool that provides detailed reports depending on the content and responses.

In addition to the use of a survey, the district continues to enact the District Wide Technology Committee that gathers various representatives from within the district, including parents, teachers, administrators, Board of Ed. members and community members. This committee is responsible for the ongoing review and adjustments of the District Technology Plan. The Committee meets monthly or bi-monthly as determined by the available schedule of the included members and related tasks.

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

	URL	Year Policy Adopted
Acceptable Use Policy -- AUP	http://www.pmschools.org/files/filesystem/	2015
Internet Safety/Cyberbullying*	http://www.pmschools.org/files/filesystem/	2010
Parents' Bill of Rights for Data Privacy and Security	http://www.pmschools.org/files/filesystem/	2003

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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)