

A. LEA Information

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

3,543

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

	Enrollment
Grades K-2	817
Grades 3-5	841
Grades 6-8	810
Grades 9-12	1,055

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

Brian Seligman

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

Chief Information Officer

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

(No Response)

B. Instructional Technology Vision and Goals

1. Please provide the district mission statement.

The Harrison Central School District is dedicated to the belief that the most important endeavor in any community is the cooperative effort of parents, community members, and educators to ensure the best possible education of its children. The faculty and staff are committed to a mission of equity, access, rigor and adaptability for all of its students. These core values inform every aspect of our school district's work.

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

During the past decade, the Harrison Central School District with ongoing support from its community, has established a viable technology infrastructure that enhances learning, facilitates the management and analysis of data and streamlines communications. With approximately 1600 computers connected to a modern, sophisticated, high speed network, a wide array of software applications and web-based digital content available anytime, anywhere, the Harrison learning community is ready for the next phase of evolution, a clear, unambiguous focus on technology as a vehicle for improving student achievement.

This long-range technology plan serves two major functions. First, it forms the basis for determining how new technology resources will be allocated and, second, the plan provides a set of guidelines for evaluating the effectiveness of current and future initiatives. These guidelines are governed by the four core beliefs developed by our district. In summary, technology is most "impactful" when it meets the following criteria:

- Optimizes student learning: enhancing/extending understanding, thinking, investigation, construction of knowledge, expression of ideas, reflection and/or the differentiation of instruction.
- Practical: requires a reasonable expenditure of resources (budget, human, time), is user-friendly, and appropriate for the identified need.
- Sustainable: compatible with existing district standards, expandable (scalable), adaptable to changing needs and uses (dynamic), and is reliable over time.
- Integrated: aligned with district vision and goals, supports NYS/national standards and core curricula and promotes interdisciplinary connections.

This plan acknowledges the many challenges facing Harrison (and all schools) in the 21st century. It acknowledges that technology has and will continue to transform the world in which

we live, and, by extension the schools in which we learn. It recognizes that technology can only be effective as a learning tool if it serves the instructional mission of the district; moreover, technology's potential will only be realized if it is an integral and integrated part of teaching and learning. To the extent possible, technology must be ubiquitous and transparent in both teachers' and students' educational lives.

Finally, this plan acknowledges that the execution of this vision for a technology-rich, student centered learning environment is dependent on systemic changes in our schools, a comprehensive strategy for delivering high quality professional development and, above all, a commitment from all the stakeholders. It is part of a larger continuous improvement plan, not the improvement plan.

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.

Over the past decade, all stakeholders including parents, teachers, building and district staff members, district IT staff and school administrators have been given opportunities to share thoughts and opinions on our current and future technology plans. Through these meetings our vision and goals for the use of instructional technology was formed.

Each year, adjustments are made to the existing yearly plan, as well as the long range plan as necessary. This included changes to our technology models, (i.e. 1:1, BYOD, distance learning, etc.) changes to professional development, and changes within our existing infrastructure to support new ideas and models.

Technology Plan Development Meetings

Date	Purpose	Participants	Outcome
May, 2015	Gather Information	Teachers, Building Administrators, District Administrators	Provided leadership with information regarding the needs of the various stakeholders.
May-June 2015	Gather Information at PTA meetings	Parents, Building administrators	Provided leadership with information regarding parent perceptions.
Aug, 2015	Technology Plan work session	Teachers, Building Administrators, District Administrators	Work session to develop the comprehensive 3 year Technology Plan

X

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

No Gap Present (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.

N/A

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)	300 Mb	300 Mb
Internal Network Bandwidth: Connections BETWEEN school buildings (LAN)	1 Gb	1 Gb
Bandwidth: Connections WITHIN school buildings (LAN)	1 Gb	10 Gb

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

300 Gb

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

Cablevision/Lightpath

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)
802.11b	Available (Checked)
802.11g	Available (Checked) In Use (Checked)
802.11n	Available (Checked) In Use (Checked)
802.11ac	Available (Checked) In Use (Checked)
802.11ad	Available (Checked)
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?**

1-10 Gb

8. **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)	1,025	1,025
Laptops/Virtual Machine (VM)	625	625
Chromebooks	2	2
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	25	25
Tablets nine (9) inches or greater without access to an external keyboard	310	310
Totals:	1,987.00	1,987.00

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)?

5

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.

Often, discussions regarding assistive technology occur at the C.S.E. table. To improve our ability to identify the right technologies for the right students, our staff requires additional training and resources. We have identified several members of our staff that can be trained and make recommendations at C.S.E. meetings.

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	35
Flat Panel Displays	4
Interactive Projectors	1
Interactive Whiteboards	274
Multi-function Printers	10
Projectors	280
Scanners	100
Other Peripherals	55
Totals:	759.00

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

Digital Cameras - 45
Camcorders/Video Cameras - 10

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

Yes

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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?

1,000

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?

Yes

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	Yes
Windows XP	Yes
Windows 7.0	Yes
Windows 8.0 or greater	Yes
Apple iOS 7 or greater	Yes
Chrome OS	Yes
Android	Yes
Other	Yes

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

Linux

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.

None used.

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

SMART Notebook
 Microsoft Word
 Microsoft Powerpoint
 Adobe Creative Suite
 Google Apps

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

Proquest (multiple Databases)

Gale Issues In context (Multiple: Science / US and World History / Global Issues / Opposing Viewpoints

Credo Reference

JSTOR

Science Direct

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)

Student Schedules (Checked)

Grade Reporting (Checked)

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

n/a

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)

Twitter (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
Network Administrator	1.00
Network Specialist	2.00
Database Manager	1.00
Director of Technology	0.50
	4.50

E. Curriculum and Instruction

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

The Technology Plan is designed to create the environment in which teachers and staff will continue to utilize the digital world to improve teaching and learning. The Harrison Central School District has several technology initiatives in place such as: the use of digital tools such as tablets and laptops to facilitate student collaboration, communication, creativity, and curation, the use of the Google Apps for Education platform, implementing the newest software to deliver instruction and assess student growth.

This can be accomplished through ongoing professional development, curriculum revision and continued technological support for all teachers, administrators and students.

Strategies:

- Expand faculty, student and staff remote access to include application level access to promote complete 'work-at-home' access, making tools for teaching and learning available 24/7. This includes the district-wide rollout of Google Apps for Education.
- Complete Smartboard installations in all remaining full size classrooms and establish an anticipated lifecycle and replacement plan for upgrades.
- Expand wireless access district-wide.
- Evaluate current network usage and needs.
- Continue the exploration and evaluation of emerging technologies that offer cost-effective, ubiquitous access in learning environments.
- Continue the ongoing review and revision of procedures for the evaluation, selection and procurement of curriculum specific software and hardware.
- Provide ongoing professional training for all administrators and teachers to enhance fluency.

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.

Harrison's core values include equity and access. This includes equitable access to digital tools and information. In addition to the devices provided to the general education population, our special education department provides additional instructional technology to students with disabilities and their teachers. This includes, but is not limited to, iPads, laptops, and additional assistive devices.

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 plan includes additional support and training for our special education department in the areas of assistive technology. We plan on working with consultants to ensure that we are adequately meeting the needs of all students in our district. This will be in concert with all professional development around the use of all instructional technology.

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 Harrison Central School district offers a wide array of professional development opportunities for teachers, staff and administrators. In addition to the courses offered through our local and regional BOCES, Harrison offers its own in-service courses. These include courses designed to teach how to utilize classroom instructional technology such as SMART notebook, SMARTboards, iPads and apps, Google Apps for Education, and many others.

In addition, the Harrison Central School district offers monthly Professional Development opportunities for all teachers lead by our district directors. These monthly sessions often revolve around the use of instructional technology as they relate to the delivery of content.

We are also encouraging our teachers to explore online digital learning such as Google certifications. These online tools prepare our teachers to utilize apps consistent with our implementation of Google Apps for Education.

In addition, teachers are obligated by their negotiated contract to participate in 50 hours of Professional Development annually. Teachers also, on average, participate in over 125 hours of in-service sessions. We also have requirements for new teachers. In addition to what was listed above, all new teachers participate in an additional 60 hours of Professional Development.

- 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
Director of Technology	0.50
	0.50

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Technology Investment Plan

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

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	Wi-Fi	120,000	One Time	District Budget, Smart Schools Bond
2	Other	125,000	One Time	District Budget, Smart Schools Bond
3	Desktops	100,000	Annual	District Budget
4	Laptops	80,000	Annual	District Budget
5	Interactive Whiteboards	100,000	Annual	District Budget
Totals:		525,000.00		

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

Other - Network switches

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 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.**

We currently have a thorough and extensive plan to increase teacher and student access to technology. A BYOD initiative in our middle school and high school is currently in progress and will continue to evolve over the next three years. This includes provisions to provide internet at home and devices for families with financial need. In order to maximize the effect of asking parents to provide for a BYOD environment, other school supplies such as calculators, binders, paper and pens will be reduced from the supply lists. Over the course of 3 years, we have estimated that parents will spend less money on school supplies, even with the purchase of a device for their child to use in school.

In the elementary schools, we are adding additional devices at each grade level. This includes iPads for each Kindergarten through grade 3, as well as chromebooks for grade 4 and macbooks for grade 5. Adding devices will ensure that all students become accustomed to a variety of operating systems, software and hardware.

We will promote community based access to technology such as the Harrison Public Library. In partnership with our local library, we can encourage families to utilize such resources.

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

School (Checked)

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

(No Response)

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.**

July 2015 - November 2015:

Rollout of first phase of BYOD at the Middle School and High School for students in grades 6-9. The summer will include a mailing to parents informing them about the initiative and preparing them for the year to come. September and October will be dedicated to ensuring that all students have access to a device, and can connect to the WiFi at school. We will also continue the maintenance of District infrastructure including bandwidth, LAN and WAN wiring, access points, controllers, and backup systems. The district will update existing security systems, including, but not limited to cameras, software, and infrastructure. During the summer of 2015, professional development opportunities will be provided to all teachers and administrators through in-service courses, faculty meetings, and voluntary PD opportunities.

November 2015 - June 2016:

Rollout of iPads to the remainder of the K-3 classrooms. This will include the remaining fifteen 2nd and 3rd grade classrooms. Each classroom will be equipped with 5 iPads, an apple TV, headphones and grade appropriate apps. We will also continue the maintenance of District infrastructure including bandwidth, LAN and WAN wiring, access points, controllers, and backup systems. Professional development opportunities will be provided to all teachers and administrators through in-service courses, faculty meetings, and voluntary PD opportunities.

June 2016 - July 2017:

Rollout of second phase of BYOD at the High School. This will include initiating BYOD for all students grades 6-12. We will also continue the maintenance of District infrastructure including bandwidth, LAN and WAN wiring, access points, controllers, and backup systems. Professional development opportunities will be provided to all teachers and administrators through in-service courses, faculty meetings, and voluntary PD opportunities.

Phase 1 Program evaluation will take place to measure the effectiveness of the BYOD and iPad initiatives.

July 2017 - July 2018:

Phase 2 Program evaluation will take place to measure the effectiveness of the BYOD and iPad initiatives. We will also continue the maintenance of District infrastructure including bandwidth, LAN and WAN wiring, access points, controllers, and backup systems.

J.Monitoring and Evaluation

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.**

Throughout the implementation of our 3 year Technology plan, we plan on evaluating the effectiveness of this implementation through a variety of mechanisms that include, but are not limited to, staff, student and parent surveys, bimonthly technology committee meetings, PTA meeting discussions, and district administrator meetings.

Adjustments as needed will be made the the technology plan through recommendations from the technology committee to the Director of Technology and the Assistant Superintendent for Curriculum and Instruction.

Date	Actions	Desired Outcomes
Dec. 2015	Phase 1 Program Evaluation - Mid year • Staff survey • Student survey • IT staff survey • Technology committee meeting	Survey data will be used by the Technology committee to make recommendations to the Director of Technology regarding implementation issues/concerns. Evaluation of the ongoing plan
June 2016	Phase 1 Program Evaluation • Staff survey • Student survey • Parent Survey • IT staff survey • Technology committee meeting	Survey data will be used by the Technology committee to make recommendations to the Director of Technology regarding implementation issues/concerns. Evaluation of the ongoing plan
Dec. 2016	Phase 2 Program Evaluation - Mid year • Staff survey • Student survey • IT staff survey • Technology committee meeting	Survey data will be used by the Technology committee to make recommendations to the Director of Technology regarding implementation issues/concerns. Evaluation of the ongoing plan
June 2017	Phase 2 Program Evaluation	Survey data will be used by the Technology committee to make recommendations to the Director of Technology regarding implementation issues/concerns. Evaluation of the ongoing plan
Dec 2017	Phase 3 Program Evaluation - Mid year	Survey data will be used by the Technology committee to make recommendations to the Director of Technology regarding implementation issues/concerns. Evaluation of the ongoing plan
June 2018	Phase 3 Program Evaluation	Survey data will be used by the Technology committee to make recommendations to the Director of Technology regarding implementation issues/concerns. Evaluation of the ongoing plan

X

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	07/12/2006	http://www.harrisoncsd.org/docs/general/AUp.pdf	2006
Internet Safety/Cyberbullying	07/11/2012	http://www.harrisoncsd.org/docs/general/DASA.pdf	2012
Parents' Bill of Rights for Data Privacy and Security	(No Response)	http://www.harrisoncsd.org/docs/general/ParentsBillofRights.pdf	2014

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

No

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

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

(No Response)

2. Was the guidance document helpful?

Yes

2a. If "No", please explain.

(No Response)

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)

Appendices

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

(No Response)