

**A. LEA Information**

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

1,585

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

	Enrollment
Grades K-2	394
Grades 3-5	401
Grades 6-8	374
Grades 9-12	416

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

Kevin Kendall

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

Director of Technology

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.**

We are a small city school district serving a moderate to low-income community.

We encourage high academic excellence through integrated thematic educational experiences, enhanced by community collaboration to accommodate individual learning needs in heterogeneously grouped classrooms. We strive to develop self-actualized individuals who demonstrate high academic excellence, effective communication skills, critical thinking abilities, civic values and global awareness as we provide and support opportunities for life-long learning.

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

The technology mission of the Ogdensburg City School District is to incorporate technology into the educational program in order to prepare the members of our school community to become:

Effective communicators by using technology to access and disperse information while developing and expanding global awareness

Complex thinkers

Productive workers in a rapidly changing technological society

Successful, enlightened adults in an ever-changing technological environment

Literate, self-motivated, lifelong learners

Goals

1. Change and improve the nature and effectiveness of instruction through the use of technology.

2. Widen the scope of student experience by creating a technologically rich environment.

3. Students will become competent in the use of technology (communication, word processing, research, spreadsheets, classroom technology, etc.).

4. Teaching staff will become competent in the use of technology (communication, word processing, research, spreadsheets, classroom technology, district student management software, etc.).

5. Facilitate community and parental involvement through effective use of technology.

6. Improve student achievement through technology.

**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.**

This technology plan was developed by several sub-committees of the district's technology committee. It has been submitted for review and modification to the committee as a whole. The document is made available to the staff and community through the district's website and in print at the district's main office.

Meeting Date	Members Attending	Topics Discussed	Outcomes
October 3, 2014	Patti Morrow, Lori Remington, Jade Vernsey, BOCES IT Staff, Timothy Vernsey, Jim McCarthy	District Technology Infrastructure and Inventory District Safety Meeting	4 –year plan for upgrading to wireless, upgrading switches and other infrastructure needs Updated inventory of equipment
January 14, 2015	Bob Ladouceur(Grade 2 Teacher), Melissa Starks(Librarian), Patty Winters(Grade 1 Teacher), Ben Fleahman (Grade 5 Teacher), Lori Rafferty (Secondary Math Teacher) and Jackie Kelly (parent)	Technology Needs for K-2, 3-6, 7-12 Current Instructional Technology Plan Review Resources available for classroom teacher use 1 to 1 Device Planning Professional Development	Updated Professional Development Plan requested Plan for district visit to Valhalla UFSD – to view Master Teacher Program for Instructional Technology and 1 to 1 device plan Needs Assessment Creation and Distribution to Instructional Staff
May 12, 2015	Bob Ladouceur, Jackie Kelly, Sue Jacobs, Paula Scott, Patty Morrow, Lauren Morley, Cindy Tuttle, Melissa Starks, Ben Fleahman, Lori Rafferty, Roxanne Pombrio, Patti Fisher, Patty Winters	Submission of Technology Plan via the NYS SEDDAS Portal	Plan implemented for the OCSD Technology Plan submission
June 24, 2015	Ben Fleahman, Kevin Kendall, Lauren Morley	Final Review of Technology Plan Submission	Plan submitted to NERIC for initial review

**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 (Checked)
- Cabling (Checked)
- Connectivity (Checked)
- Network (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.**

Due to the depletion of our reserve funds under the New York State Tax Cap, we are unable to divert the appropriate funds towards technology and staff development needed to address the gap.

**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)	200 Mb	200 Mb
Internal Network Bandwidth: Connections BETWEEN school buildings (LAN)	1Gb	1Gb
Bandwidth: Connections WITHIN school buildings (LAN)	1 Gb	1 Gb

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

200 Mb

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

NERIC

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	Available (Checked) In Use (Checked)
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?**

50

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?**

	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)	736	736
Laptops/Virtual Machine (VM)	427	427
Chromebooks	55	55
Tablets less than nine (9) inches with access to an external keyboard	0	0
Tablets nine (9) inches or greater with access to an external keyboard	0	0
Tablets less than nine (9) inches without access to an external keyboard	0	0
Tablets nine (9) inches or greater without access to an external keyboard	4	4
<b>Totals:</b>	1,222.00	1,222.00

**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)?**

47

**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.**

Our district would benefit from additional funding and staff development in order to be able to provide improved access to technologies for students with disabilities.

**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	82
Flat Panel Displays	2
Interactive Projectors	0
Interactive Whiteboards	144
Multi-function Printers	0
Projectors	79
Scanners	19
Other Peripherals	0
<b>Totals:</b>	326.00

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

(No Response)

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

Yes

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

No

# OGDENSBURG CITY SD

## Instructional Technology Plan - Annually - 2015

Instructional Technology & Infrastructure Inventory

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

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

(No Response)

**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

**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	No
Windows 7.0	Yes
Windows 8.0 or greater	No
Apple iOS 7 or greater	Yes
Chrome OS	Yes
Android	No
Other	No

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

(No Response)

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

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

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

(No Response)

**5. Please provide the name of the learning management system (LMS) most commonly used in the district.**

Brain Honey

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

SMART Notebook  
 Learning A to Z  
 Renaissance Learning  
 Castle Learning  
 ABC Teache

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

World Book Online  
 Gale Net  
 Biography and Context  
 CQ Researcher  
 Gale Virtual Reference Library  
 Literature Resource Center

**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)  
 Homework (Checked)  
 Student Schedules (Checked)  
 Grade Reporting (Checked)  
 Transcripts (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)

**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
Instructional Tech.	1.80
	<b>1.00</b>



**E. Curriculum and Instruction**

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

The Ogdensburg City School District began with a large-scale technology needs assessment of students, parents, support staff, teachers, and administrators. In order to meet the goal of improving teaching and learning through digital connectivity and integrating technology across the curriculum, we merged both the District Action Committee and District Professional Development Committee to begin planning how best to meet the needs of our students, teachers and parents moving forward.

The district will support the teachers through ongoing professional development activities geared towards creating a technology rich environment that changes and improves the nature and effectiveness of instruction through the use of technology. A major goal of the committee is moving our district to becoming a one-to-one district to insure our students have 24 hour access to technology and digital content. Opening our district buildings on nights and weekends to help facilitate community and parental involvement through effective use of technology and to afford our families access to digital content and internet access.

**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.**

The Ogdensburg City School District s Technology plan specifically address the needs of students with disabilities to ensure equitable access to instruction, materials, and assessments. We have objectives that insure assistive devices and processes will be in place, develop/implement plan to create wireless access to computer technology and the Internet, purchase/maintain hardware to support curriculum and objectives, and maintain network access and infrastructure for all learners.

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

Yes

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

The Ogdensburg City School District s Technology plan specifically address the needs of students with disabilities to ensure equitable access to instruction, materials, and assessments. We have objectives that insure assistive devices and processes will be in place, develop/implement plan to create wireless access to computer technology and the Internet, purchase/maintain hardware to support curriculum and objectives, and maintain network access and infrastructure for all learners.

**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.**

Professional development will be provided to promote technological literacy and facilitate the effective use of all appropriate technology for all students, teachers and staff. It will be provided by BOCES Model Schools Instructional Technology Coaches, in-district teacher teams and leaders and TEQ online PD. Topics will include Smart Notebook software training, Google 12 Current 4-28-15 New York State Education Department Instructional technology plan survey Drive, training as a Google Apps for Education School and online resources aligned with the NYS Common Core Curriculum P-12. Instruction will take place in workshops (in district and Model Schools), online via TEQ PD, small groups and 1:1 based on need.

- 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 CIA and Tech.	1.00
	<b>1.00</b>

# OGDENSBURG CITY SD

## Instructional Technology Plan - Annually - 2015

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	134,576	One Time	Smart Schools Bond
2	Network Cabling	26,882	One Time	Smart Schools Bond
3	Laptops	53,000	One Time	Smart Schools Bond
4	Professional Development	75,000	Annual	Smart Schools Bond
5	Tablets	50,000	One Time	Smart Schools Bond
<b>Totals:</b>		339,458.00		

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

(No Response)

**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)
- Other (Checked)

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

consolidation of district school buildings - closed two primary buildings and consolidated four elementary buildings into two.

**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 Ogdensburg City School District will be fully wireless at the beginning of the 2016-2017 school year. A public portal will be available to visitors when they visit the building and grounds of all district school buildings. Professional development activities will be provided for training to teachers and staff.

**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.**

Public Library, Local business, Ogdensburg Boys and Girls Club and Community Center.

**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.**

Objective 1: Perform yearly needs assessment for Instructional Technology Competence.  
In order to provide continuous meaningful professional development for teachers, our district on an annual basis will conduct an Instructional Technology Competence Survey utilizing My Learning Plan. This will serve as the driving force behind planning professional development activities that assist teachers in integrating technology into their curriculum. (Annually)

Objective 2: Develop and implement comprehensive staff development program, which includes Internet safety and instructional initiatives relating to DASA.  
Conduct a study of Professional Development Plans for technology currently in use in school districts of our size. Participate in district visits to study all aspects of technology staff development including, incentives, required elements, and 1 to 1 device programs. The Staff Development opportunities will be provided during the District Staff Development Days. (6 days annually)

Objective 3: District teaching staff will map and align curriculum, lessons and activities to New York State and ISTE standards using a mapping software (eDoctrina).  
The District Technology Committee will focus its Professional Development for teachers primarily around Standard 2, Communication and Collaboration. Lesson activities will be created that foster Student use of digital media and participation in environments to communicate and work collaboratively, including at a distance, to support individual learning and contribute to the learning of others.

Objective 4: Provide distance learning opportunities for teachers and students.  
The District will commit to participate in The SLL BOCES Distance Learning Consortium on an annual basis. We will provide training on use of the DL Technology Equipment, as needed. The District will monitor its success with the goal of adding a second room by the end of the 2017 school year.

Objective 5: Continue implement plan to create wireless access to computer technology and the Internet.  
With two of three buildings completely wireless, the district will commit to having all buildings and all athletic areas wireless by the start of the 2016-2017 school year.

**J. Monitoring and Evaluation**

- 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.**

The District Technology committee will meet four times per year to effectively monitor the implementation of the plan and assess its effectiveness. The team will meet at the conclusion of the four district wide staff development days in September each year, as well as October, April and July each year. At its September and July meetings, the Technology will meet in conjunction with the Professional Development Committee to review PD surveys and to assist in planning the following year PD activities. This will insure that we have a common district vision for technology integration across all grade levels and subject areas.

Through scheduled classroom observations, data will be collected on the effectiveness of technology integration. Each teacher will be observed a minimum of one time prior to the October Technology committee meeting. The data collected will be shared with the committee to help make informed decisions about changes/additions/deletions from the current plan. This will assist District Teacher Leaders in formulating PD for the Grade Level Meetings that take place in November each year.

Each July, the Technology Committee will report to the BOE, its overview of the previous years' activities and will ask BOE Commissioners for input in moving forward.

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

	Date of Public Forum (If applicable)	URL	Year Policy Adopted
Acceptable Use Policy -- AUP	07/01/2015	<a href="http://ccsd.ogdenburgschools.schoolfusion.us/modules/groups/homepagefiles/cms/2322235/File/Parent%20Bill%20of%20Rights%20-%20Adopted%20by%20the%20BOE%20on%209-15-14.pdf?sessionid=cf150f7f89b8306156c6b37284ac1075">http://ccsd.ogdenburgschools.schoolfusion.us/modules/groups/homepagefiles/cms/2322235/File/Parent%20Bill%20of%20Rights%20-%20Adopted%20by%20the%20BOE%20on%209-15-14.pdf?sessionid=cf150f7f89b8306156c6b37284ac1075</a>	2014
Internet Safety/Cyberbullying	07/01/2015	<a href="http://ccsd.ogdenburgschools.schoolfusion.us/modules/groups/homepagefiles/cms/2322235/File/Parents/2015-16%20Code%20of%20Conduct%2C%20Attendance%20Policy%2C%20Student%20Handbook.pdf?sessionid=cf150f7f89b8306156c6b37284ac1075">http://ccsd.ogdenburgschools.schoolfusion.us/modules/groups/homepagefiles/cms/2322235/File/Parents/2015-16%20Code%20of%20Conduct%2C%20Attendance%20Policy%2C%20Student%20Handbook.pdf?sessionid=cf150f7f89b8306156c6b37284ac1075</a>	2014
Parents' Bill of Rights for Data Privacy and Security	07/01/2015	<a href="http://ccsd.ogdenburgschools.schoolfusion.us/modules/groups/homepagefiles/cms/2322235/File/Parents/2015-16%20Code%20of%20Conduct%2C%20Attendance%20Policy%2C%20Student%20Handbook.pdf?sessionid=cf150f7f89b8306156c6b37284ac1075">http://ccsd.ogdenburgschools.schoolfusion.us/modules/groups/homepagefiles/cms/2322235/File/Parents/2015-16%20Code%20of%20Conduct%2C%20Attendance%20Policy%2C%20Student%20Handbook.pdf?sessionid=cf150f7f89b8306156c6b37284ac1075</a>	2014

- Does the district have written procedures in place regarding cybersecurity?**

Yes

**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)