

**Instructional Technology Plan - Annually - 2016**

LEA Information

Page Last Modified: 07/28/2016

**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	2,798	0	586	627	671	896	18

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

Neil MacDermott

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

Other

**3a. If the response to question 3 was "Other", please provide the title.**

Instructional Technology Coordinator

## Instructional Technology Plan - Annually - 2016

Instructional Technology Vision and Goals

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Page Last Modified: 07/28/2016

### B. Instructional Technology Vision and Goals

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

The Lynbrook School District is a K-12 collaborative learning environment where all stakeholders are integral to providing each and every learner with a challenging and balanced learning experience.

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

**Executive Summary**

Lynbrook Public Schools are dedicated to the development of students prepared for college and careers in the twenty-first century. The Lynbrook community and educators developed a comprehensive curriculum featuring integrated technology to foster collaboration and critical thinking skills for all students.

**The district plan encompasses a commitment to capable infrastructure, hardware, software and professional development**

**Philosophy and Vision**

Lynbrook is a community and it is as a community that we will define our next steps into the Information Age. Our district has a long and proud history of technological innovation and integration. What makes our next steps most challenging is our need to address the unique needs of a generation that has never known another world other than one where technology is ubiquitous and all pervasive. In this new era, the essential pedagogical mission remains the same—to engage students and teach them to think critically and creatively. The tools we use to accomplish this task, which once were paper and pencil, slate and chalk, are transformed now into laptops, tablets and desktops, interactive whiteboards and blogs. Yet, at the heart of it all, remain the indispensable relationships of teacher to student and home to school. Therefore, it is in the context of these relationships that we set out our vision for the next three to five years.

**Vision**

Technology will assist all teachers to actively engage all students in the process of learning on a daily basis.

## Instructional Technology Plan - Annually - 2016

### Instructional Technology Vision and Goals

Page Last Modified: 07/28/2016

### 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 district utilized individuals representing instructional technology, library-media specialists, administrators, IT Network technicians and staff developers to develop the instructional technology plan. The group met to address the long-term goals of the district and the vital role of technology in achieving those goals. The group analyzed the requirements of the technology plan and formed smaller working units to address components of the plan with the intention of sharing their work with the larger group.*

*Representative meetings are listed below:*

Date	Purpose	Participants	Outcome
March 8, 2016	Engage the Curriculum Committee in a discussion about technology initiatives and seek feedback	Technology Coordinator and members of Lynbrook Teachers' Association Curriculum Committee	The Committee provided insight regarding successful implementation and
April 6, 2016	Analyze the impact of 1:1 computing on the curriculum and instructional practices for each middle school and high school discipline	Assistant Superintendent, Technology Coordinator, High School Principal & Department Chairs	Provided valuable feedback from all departments about the impact technology integration will have on classroom instruction and the required professional development needed for successful implementation
April 11, 2016	Gather information about the technology utilized at the different academic levels	All district library media specialists & Technology Coordinator	Provided clear understanding of the technology integration happening at the elementary, middle and high school levels. Additionally, provided information about the electronic databases being used within the district
May 4, 2016	Discuss goals and logistics for high school laptop implementation	Assistant Superintendent, Technology Coordinator, High School Principal & Department Chairs	Provided valuable information from each department and administrator on the logistical challenges and the value of ongoing professional development to support instruction
May 19, 2016	Evaluate the changes in the new Instructional Technology Plan Survey for 2016-17	Technology Coordinator and members of the Nassau County Technology Directors Committee NASTECH	Provided clear understanding of committees obligations going forward
May 21, 2016 (North Middle School) May 22, 2016 (South Middle School)	Meeting with classroom teachers involved in the 1:1 tablet initiative to discuss the changes in instructional practices and opportunities for student learning and creativity	Technology Coordinator; 6th - 8th grade teachers & District Technology Staff Developer	The input from the teachers provided valuable information regarding the short-term and long-term technology integration plans, the impact on curriculum and the professional development necessary to enable those goals.
Ongoing weekly meetings	Weekly meetings to maintain communication between instructional technology and curriculum & instruction.	Assistant Superintendent & Technology Coordinator	Continuous communication provides important information for decisions regarding instructional technology purchases and the direction of professional development
June 2016	Analyze the existing technology	Technology Coordinator and	Provided an understanding of the



# Instructional Technology Plan - Annually - 2016

Instructional Technology & Infrastructure Inventory

Page Last Modified: 07/28/2016

## C. Technology and Infrastructure Inventory

1. Please identify the capacity of the telecommunications line coming into the district network hub. The district's Regional Information Center can provide the district with this information if needed.

- Greater than 10 Gbps
- 10 Gbps
- 1 Gbps - < 10 Gbps
- 100 Mbps - < 1Gbps
- 50 Mbps - < 100 Mbps
- 10 Mbps - < 50 Mbps
- Less than 10 Mbps

2. What is the total contracted Internet bandwidth access for the district? Choose one.

- Greater than 10 Gbps
- 10 Gbps
- 1 Gbps - < 10 Gbps
- 100 Mbps - < 1 Gbps
- 50 Mbps - < 100 Mbps
- 10 Mbps - < 50 Mbps
- Less than 10 Mbps

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

Nassau 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"> <li><input type="checkbox"/> Greater than 10 Gbps</li> <li><input type="checkbox"/> 10 Gbps</li> <li><input type="checkbox"/> 1 Gbps - &lt; 10Gbps</li> <li><input type="checkbox"/> 100 Mbps- &lt; 1 Gbps</li> <li><input checked="" type="checkbox"/> 50 Mbps - &lt; 100 Mbps</li> <li><input type="checkbox"/> 10 Mbps - &lt; 50 Mbps</li> <li><input type="checkbox"/> Less than 10 Mbps</li> </ul>
Maximum Capacity	<ul style="list-style-type: none"> <li><input type="checkbox"/> Greater than 10 Gbps</li> <li><input type="checkbox"/> 10 Gbps</li> <li><input checked="" type="checkbox"/> 1 Gbps - &lt; 10Gbps</li> <li><input type="checkbox"/> 100 Mbps- &lt; 1 Gbps</li> <li><input type="checkbox"/> 50 Mbps - &lt; 100 Mbps</li> <li><input type="checkbox"/> 10 Mbps - &lt; 50 Mbps</li> <li><input type="checkbox"/> Less than 10 Mbps</li> </ul>

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.

# Instructional Technology Plan - Annually - 2016

Instructional Technology & Infrastructure Inventory

Page Last Modified: 07/28/2016

	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 type="checkbox"/> 100 Mbps- < 1 Gbps <input checked="" 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 checked="" type="checkbox"/> 1 Gbps - < 10Gbps <input type="checkbox"/> 100 Mbps- < 1 Gbps <input type="checkbox"/> 50 Mbps - < 100 Mbps <input type="checkbox"/> 10 Mbps - < 50 Mbps <input type="checkbox"/> Less than 10 Mbps

6. **What are the minimum and the maximum port speeds of the switches that are less than five years old in use in the district?**

	Port speed of switches	Mbps or Gbps
Minimum Capacity of Switches	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?**

**Instructional Technology Plan - Annually - 2016**

Instructional Technology & Infrastructure Inventory

Page Last Modified: 07/28/2016

	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)	925	925
Laptops/Virtual Machine (VM)	667	667
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	1,036	1,036
Tablets less than nine (9) inches without access to an external keyboard	6	6
Tablets nine (9) inches or greater without access to an external keyboard	252	252
<b>Totals:</b>	<b>2,886</b>	<b>2,886</b>

**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)?**

16

**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 resources would include professional development for teachers in specialized applications for students with disabilities and ongoing professional development in using emerging technology and apps to enhance instruction.

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

	Number of devices in use
Document Cameras	155
Flat Panel Displays	0
Interactive Projectors	0
Interactive Whiteboards	206
Multi-function Printers	1
Projectors	122
Scanners	30
Other Peripherals	201
<b>Totals:</b>	<b>715</b>

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

Video Conferencing Equipment (1)  
 3D printers (4)  
 Science Department Probeware (93)  
 Lego Mindstorm EV3 Robots with Expansion Kits (93)  
 Lego Mindstorm NXT Robots (10)

## Instructional Technology Plan - Annually - 2016

Instructional Technology & Infrastructure Inventory

---

Page Last Modified: 07/28/2016

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

**Instructional Technology Plan - Annually - 2016**

Software and IT Support

Page Last Modified: 07/28/2016

**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	No
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	No
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.**

Moodle  
Edmodo

## Instructional Technology Plan - Annually - 2016

Software and IT Support

Page Last Modified: 07/28/2016

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

Microsoft Office Suite  
 Adobe Creative Cloud  
 Sketchup  
 Google Earth  
 Scholastic Suite of Instructional Resource

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

World Book Online  
 ProQuest Culturegrams  
 Pebble Go  
 ABC CLIO Databases  
 GALE Opposing Viewpoints

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).**

(No Response)

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.**

**Instructional Technology Plan - Annually - 2016**

Software and IT Support

Page Last Modified: 07/28/2016

Title	Number of Current FTEs
Instructional Technology Coordinator	1.00
Systems Manager	1.00
AV Helper	1.00
Senior System Engineer 3.0	1.00
System Engineer 2.0	1.00
System Engineer 1.0	1.00
Technology Computer Aides (5)	0.60
	<b>6.60</b>

## Instructional Technology Plan - Annually - 2016

Curriculum and Instruction

Page Last Modified: 07/28/2016

### E. Curriculum and Instruction

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

The district plans to improve teaching and learning in the K-12 environment by promoting collaborative and creative learning opportunities for students and dynamic instructional opportunities for educators. At the elementary level, the district will continue to support a vibrant 2:1 laptop initiative in which the intermediate grades have consistent access to digital resources throughout the school day. At the middle school level, the students in sixth, seventh and eighth grade will have the opportunity to participate in a 1:1 tablet program in which the teachers and students have continual access to digital content and collaboration tools to promote discovery and learning.

At the high school level, the students have exciting opportunities to engage in dynamic learning opportunities featuring digital resources. Computer Assisted Design and 3D printing have transformed the ways in which technology and art teachers engage students in the learning process. Additionally, high school students learn valuable skills in Multimedia, robotics, Java and app design to unleash their creativity and demonstrate their learning in new and exciting ways.

**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.**

The needs of students with special needs are specifically addressed within the district's Special Education plan adopted by the Board of Education. The recommendations from that plan are put into operation by the technology department.

**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 assistive technology needs of students with special needs are specifically addressed within the district's Special Education plan adopted by the Board of Education. The recommendations from that plan are put into operation by the tech department. The district is emphasizing the implementation of technologies that promote access to all learners (OneNote with the Learning Tools add-in)

**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

**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 needs of English Language Learner are specifically addressed within the district's Technology Plan. The district is emphasizing the implementation of technologies that promote access to all learners (OneNote with the Learning Tools add-in)

# Instructional Technology Plan - Annually - 2016

## Professional Development

Page Last Modified: 07/28/2016

### F. Professional Development

- 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.**

Lynbrook Public Schools believes that professional development is a critical component to successful technology integration. The district provides ongoing professional development to support district initiatives and best practices across the district. The district has dedicated staff to provide the required training; Instructional Technology Coordinator and Instructional Technology Staff Developer.

Lynbrook Public Schools continuously evaluates the professional development provided to the teachers by conducting Needs Assessments and evaluating each professional development workshop.

In addition to district provided professional development, the district coordinated with the Lynbrook Teacher Center to provide supplemental training courses and workshops that align with district goals.

Key Professional Development Workshops planned for the time period covered by this plan are reflected in the following chart

Topic	Audience	Method of Delivery
Office 365 Productivity Suite	6th, 7th & 8th grade teachers involved in the 1:1 tablet project High school and Elementary teachers	Small group instruction
Scholastic Achievement Manager Training managing accounts and generating reports	Elementary School teachers	Small group instruction – grade level meetings at each elementary building in the district
Digital Formative Assessment Tools (Socrative and Kahoot)	Classroom teachers	Small group instruction
Interactive Whiteboard Training	Individual classroom sessions	One-to-one training
Curriculum Mapping Training NYLearns	Individual teacher sessions	One-to-one training
OneNote Productivity Tool Training	Classroom Teachers	Small group
OneNote Add-in Learning Tools	Special Education and ESL teachers	Small group
Office Mix Training - creating interactive presentation that engage students	Classroom Teachers	Small group
Microsoft Sway – presentation software	Classroom Teachers	Small Group

- 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
Tech Staff Developer	1.00
Tech Staff Developer	1.00
Instr. Tech Coordinator	1.00
	<b>3.00</b>

**Instructional Technology Plan - Annually - 2016**

Technology Investment Plan

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Page Last Modified: 07/28/2016

**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.**

Instructional Technology Plan - Annually - 2016

Technology Investment Plan

Page Last Modified: 07/28/2016

	Anticipated Item or Service	Estimated Cost	Is Cost One-time, Annual or Both?	Funding Sources May choose more than one source
1	Tablets	250,000	Both	<input checked="" 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 type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
2.	Interactive Displays/Projectors/Whiteboards	250,000	One Time	<input type="checkbox"/> BOCES Co-Ser Purchase <input type="checkbox"/> District Operating Budget <input checked="" 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
3.	Professional Development	100,000	Annual	<input type="checkbox"/> BOCES Co-Ser Purchase <input checked="" type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
4.	Staffing	70,000	Annual	<input type="checkbox"/> BOCES Co-Ser Purchase <input checked="" type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
5.	Instructional Software	100,000	Annual	<input checked="" 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 type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
<b>Totals:</b>	<b>0</b>	<b>770,000</b>	<b>0</b>	<b>0</b>

**Instructional Technology Plan - Annually - 2016**

Technology Investment Plan

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Page Last Modified: 07/28/2016

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

(No Response)

## Instructional Technology Plan - Annually - 2016

Status of Technology Initiatives and Community Involvement

Page Last Modified: 07/28/2016

### 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.**

During the time period of this plan, the district's one-to-one program will expand to multiple grade levels and provide ready access to digital resources within the school and at home for all students/families in the affected grade levels.

The districts shifting emphasis to cloud-based productivity tools provides students greater access to their working documents on any Internet connected computer inside the district and at home. Office 365 provides the full suite of Microsoft tools to all the students through their browser, so they can be connected and productive from any browser enabled device.

The web-based Office 365 productivity tools enhances the ability of teachers to access technology in school and at home. The cloud storage permits teachers to access, modify and share their files from any browser enabled device. This capability greatly enhances the effectiveness of the teachers and promotes collaboration among the teaching staff.

The district continues to foster a strong relationship with the local public library systems. Through those collaborations, the two organizations strive to align their resources and the community benefits from greater access.

**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 libraries and local businesses

**Instructional Technology Plan - Annually - 2016**

Instructional Technology Plan Implementation

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Page Last Modified: 07/28/2016

**I. Instructional Technology Plan Implementation**

# Instructional Technology Plan - Annually - 2016

## Instructional Technology Plan Implementation

Page Last Modified: 07/28/2016

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

Goal: 1:1 Tablet Initiative expansion (6th -8th grade)

Actions Needed to Achieve Goal	Staff Development	Person(s) Responsible	Date Each Action Will Be Completed	Indications of Success
Improve student learning through greater connectivity and collaboration	Training on collaborative documents	Staff Developers	Fall 2016	Greater use of collaborative tools for student learning
Greater usage of formative assessments during class	Training on assessment technologies	Staff Developers	Fall 2016	Greater use of formative data to inform instruction in the classroom

Goal: Enhance the laptop program at the elementary level (1st - 5th grade)

Actions Needed to Achieve Goal	Staff Development	Person(s) Responsible	Date Each Action Will Be Completed	Indications of Success
Increase the technological skills of the teachers within the Office 365 suite	Training on digital resources in Office 365	Staff Developer	Fall 2016 - Spring 2019	Introduction of collaborative documents at the elementary level to enhance student learning
Increase the ability of students to work on educational projects beyond the school day	Training on collaborative documents	Staff Developer	Fall 2016- Spring 2019	Digital student projects are completed within and beyond the school day

Goal: Introduce laptop program at the high school level

Actions Needed to Achieve Goal	Staff Development	Person(s) Responsible	Date Each Action Will Be Completed	Indications of Success
Increase the technological skills of the teachers within the Office 365 suite	Training on collaborative documents in Office 365	Staff Developer	Fall 2016 –Spring 2019	Teachers and students will utilize web-based tools
Use of the cloud-based productivity tools will increase the ability of students to work on educational projects beyond the school day	Explain best practices and their application to classroom instruction	Staff Developers	Fall 2016-Spring 2019	Introduction of collaborative documents at the elementary level to enhance student learning
Prepare 9th grade teachers to receive the middle school students that participated in the middle school 1:1 tablet program		Staff Developers	Fall 2016-Spring 2017	More technology based lesson featuring collaborative activities

Goal: Sustain the 1:1 initiative

Actions Needed to Achieve Goal	Staff Development	Person(s) Responsible	Date Each Action Will Be Completed	Indications of Success
Improve student learning	Training on collaborative	Staff Developer	Fall 2017 –Spring 2019	Teachers and students will

**Instructional Technology Plan - Annually - 2016**

Instructional Technology Plan Implementation

Page Last Modified: 07/28/2016

through greater connectivity and collaboration	documents in Office 365			utilize web-based tools
Integrate best practices	Explain best practices and their application to classroom instruction	Staff Developers	Fall 2016-Spring 2019	Introduction of collaborative documents at the elementary level to enhance student learning
Greater usage of formative assessments during class	Reinforce training on the use of digital assessment tools	Staff Developers	Fall 2017-Spring 2019	More technology based lesson featuring collaborative activities

**Instructional Technology Plan - Annually - 2016**

Monitoring and Evaluation

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Page Last Modified: 07/28/2016

**J.Monitoring and Evaluation**

# Instructional Technology Plan - Annually - 2016

Monitoring and Evaluation

Page Last Modified: 07/28/2016

- 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.**

Date	Action	Outcomes
Winter 2016	Classroom visitation by building and district administrators	<ul style="list-style-type: none"> <li>Evaluate the integration of technology into instruction</li> <li>Evaluate the change in instructional practices</li> </ul>
Winter 2016	Teacher survey	<ul style="list-style-type: none"> <li>Teacher input on the success of the integration and the suggestions for improvement</li> </ul>
Spring 2017	Classroom visitations by building and district administrators	<ul style="list-style-type: none"> <li>Evaluate the integration of technology into instruction</li> <li>Evaluate the change in instructional practices</li> </ul>
Spring 2017	Teacher survey	<ul style="list-style-type: none"> <li>Teacher input on the success of the integration and the suggestions for improvement</li> </ul>
Spring 2017	Student survey	<ul style="list-style-type: none"> <li>Evaluate student progress</li> <li>Gather input from the learners about the success of the implementation and their suggestions for improvement.</li> </ul>
Winter 2017	Classroom visitation by building and district administrators	<ul style="list-style-type: none"> <li>Evaluate the integration of technology into instruction</li> <li>Evaluate the change in instructional practices</li> </ul>
Winter 2017	Teacher survey	<ul style="list-style-type: none"> <li>Teacher input on the success of the integration and the suggestions for improvement</li> </ul>
Spring 2018	Classroom visitations by building and district administrators	<ul style="list-style-type: none"> <li>Evaluate the integration of technology into instruction</li> <li>Evaluate the change in instructional practices</li> </ul>
Spring 2018	Teacher survey	<ul style="list-style-type: none"> <li>Teacher input on the success of the integration and the suggestions for improvement</li> </ul>
Spring 2017	Student survey	<ul style="list-style-type: none"> <li>Evaluate student progress</li> <li>Gather input from the learners about the success of the implementation and their suggestions for improvement.</li> <li></li> </ul>
Winter 2017	Classroom visitation by building and district administrators	<ul style="list-style-type: none"> <li>Evaluate the integration of technology into instruction</li> <li>Evaluate the change in instructional practices</li> </ul>
Winter 2017	Teacher survey	<ul style="list-style-type: none"> <li>Teacher input on the success of the integration and the suggestions for improvement</li> </ul>
Spring 2018	Classroom visitations by building and district administrators	<ul style="list-style-type: none"> <li>Evaluate the integration of technology into instruction</li> <li>Evaluate the change in instructional practices</li> </ul>
Spring 2018	Teacher survey	<ul style="list-style-type: none"> <li>Teacher input on the success of the integration and the suggestions for improvement</li> </ul>

Instructional Technology Plan - Annually - 2016

Monitoring and Evaluation

Page Last Modified: 07/28/2016

Spring 2018	Student survey	<ul style="list-style-type: none"> <li>• Evaluate student progress</li> <li>• Gather input from the learners about the success of the implementation and their suggestions for improvement.</li> </ul>
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2. Please fill in all information for the policies listed below.

	URL	Year Policy Adopted
Acceptable Use Policy -- AUP	<a href="http://www.lynbrookschoools.org/schools/assets/fileupload/AUP%202012%20student.pdf">http://www.lynbrookschoools.org/schools/assets/fileupload/AUP%202012%20student.pdf</a> <a href="http://www.lynbrookschoools.org/schools/assets/fileupload/AUP%202012%20Elementary.pdf">http://www.lynbrookschoools.org/schools/assets/fileupload/AUP%202012%20Elementary.pdf</a> <a href="http://websites.nylearns.org/lynbrooktechnologydept/2015/9/22/399436/page.aspx">http://websites.nylearns.org/lynbrooktechnologydept/2015/9/22/399436/page.aspx</a>	2012
Internet Safety/Cyberbullying*	<a href="http://policy.microscribepub.com/cgi-bin/om_isapi.dll?clientID=783811087&amp;depth=2&amp;infobase=lynbrook.nfo&amp;softpage=PL_frame">http://policy.microscribepub.com/cgi-bin/om_isapi.dll?clientID=783811087&amp;depth=2&amp;infobase=lynbrook.nfo&amp;softpage=PL_frame</a> <a href="http://websites.nylearns.org/lynbrooktechnologydept/2015/9/22/399444/page.aspx">http://websites.nylearns.org/lynbrooktechnologydept/2015/9/22/399444/page.aspx</a>	2013
Parents' Bill of Rights for Data Privacy and Security	<a href="http://www.lynbrookschoools.org/schools/assets/fileupload/Parents'%20Bill%20of%20Rights%20for%20Data%20Privacy%20and%20Security-August%2025%202014.pdf">http://www.lynbrookschoools.org/schools/assets/fileupload/Parents'%20Bill%20of%20Rights%20for%20Data%20Privacy%20and%20Security-August%2025%202014.pdf</a>	2014

**Instructional Technology Plan - Annually - 2016**

Survey Feedback

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Page Last Modified: 07/28/2016

**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)

## **Instructional Technology Plan - Annually - 2016**

Appendices

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Page Last Modified: 07/28/2016

### **Appendices**

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

(No Response)