



*2018-2021 Instructional Technology Survey
Purpose and Process Overview*

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**A Quick Guide: Entitling
Users to SED
Monitoring System Ed
Tech**

**Mini-Guide for Districts
How to Access and
Complete the
2018-2021 Tech Plan**





NYSED Goals



Goal 1

Develop a strategic vision and goals to support student achievement and engagement through the seamless integration of technology into teaching and learning.

Goal 2

Provide technology-enhanced, culturally and linguistically responsive learning environments to support improved teaching and learning.

Goal 3

Increase equitable access to high-quality digital resources and standards-based, technology-rich learning experiences.

Goal 4

Design, implement, and sustain a robust, secure network to ensure sufficient, reliable high-speed connectivity for learners, educators, and leaders.

Goal 5

Provide access to relevant and rigorous professional development to ensure educators and leaders are proficient in the integration of learning technologies.

<http://www.regents.nysed.gov/common/regents/files/documents/meetings/2010Meetings/February2010/0210bra3.doc>

Define Success

WHAT

ALIGN EVALUATION TO GOALS

IDENTIFY KEY INDICATORS

STAKEHOLDER INPUT

DIGITAL SURVEYS AND METRICS

HOW

OBSERVATION

SURVEYS AND RUBRICS

DATA ANALYTICS

DECISIONS GROUNDED IN DATA

Steps to a Great Plan

STEP 1

What will a technology-enhanced program look like in three to five years. **Describe how students will be using the technology and how teachers and other staff will be using it for data-driven decision making, increased productivity, and planning.** A vision include how the learning environment will be enhanced to support technology use.

**DEVELOP A
MODERN
VISION**

STEP 2

For a plan to be effective, all **stakeholders** should have the opportunity for input into the goals of the plan. Teachers, administrators, other employees, parents, and the general community all have a stake in the educational outcomes of students. Great plans represent any varied needs of stakeholders.

**INVOLVE ALL
STAKEHOLDERS**

STEP 3

Knowing what the research says about the use of technology is important to guide your technology planning efforts. Research has found that some technology use impacts student learning while others make no difference. **Being explicit in technology use aligned to goals backed by research leads to success.**

**REVIEW THE
RESEARCH**

STEP 4

Understand where you are in order to plan for the future. **Gather as much data as possible about your present use.** Conduct and maintain inventories, determine levels of use and gauge the progress. The use of data is used for continuous improvement, evaluating the progress and in communicating the plan.

**GATHER &
ANALYZE DATA**

STEP 5

An action plan is a way to make sure your vision is made concrete. It describes **the way your district will use its strategies to meet its objectives.** An action plan consists of a number of action steps or changes to be brought about in the school community, who is responsible for it and the anticipated completion date.

**WRITE ACTION
PLANS**

Framework

District LEA Information



IV

NYSED Initiatives Alignment

Strategic Technology Planning



V

Administrative Management

Action Plan



VI

Innovative Ed Tech Programs

<http://www.nysed.gov/common/nysed/files/programs/edtech/2018-itp-template-with-guidance-final.pdf>

Review Criteria

- ✓ Have all the questions been answered fully? i.e. questions that ask for dates, categories, and responsible stakeholders.
- ✓ Make sure that your Smart Schools Investment Plan (SSIP) answers align with the answers to specific questions found within the instructional technology plan survey.
- ✓ Section IV: NYSED Initiatives Alignment
 - Questions 2, 3 and 4 (Students with Disabilities);
 - Questions 5, 6 and 7 (English Language Learners)

Instructional Survey Plan

Section 2; Strategic Technology Planning

Mission, Vision, Goals, Planning Process, Professional Development and Measurement and Evaluation

- Include district mission and vision (should align with the district's strategic planning process)
- List at least three goals that attain the vision with these elements;
 - The planning process used to develop the answers to the questions.
 - The stakeholder groups that participated and the outcome.
 - The professional development plan for building capacity.
 - How will the goals be measured and evaluated? (include any tools or metrics)
- *Question 7 must align with the district's response to any related question(s) in the SSIP.*

Instructional Survey Plan

Section III: Goals

This section requires specific action steps that will be taken to achieve each of the goals presented in Section II of the plan. Each goal will have its own page in the plan. The district will answer the following questions about each goal. Copy the Goals, which are listed in Section II, and respond to all questions below.

- Which NYSED goal best aligns with the district goal?
- What is the target student population(s)?
- What are the action steps necessary to attain the goal?
- What is the timeline for attainment of the goal?
- What stakeholder type will be responsible for ensuring that the action steps are complete?

Instructional Survey Plan

Section III: Goals

Action Step - Select one category.	Action Step - Description (space for up to 4 action steps)	Action Step- Stakeholder . The responsible stakeholder is the single individual in the district accountable to ensure that the action step is completed The individual in this role may or may not be responsible for the entire goal. The list of action steps may extend across the three-year time frame of the technology plan.	If you selected 'Other' Responsible Stakeholder in the column to the left, please identify here. Otherwise, please write "N/A."	Anticipated month of completion	Anticipated year of completion	Anticipated Cost
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All cells in the table must be populated. If you have less than four action steps for this goal, you must enter N/A into columns two, three, four and seven, and choose June and 2021 in the date columns for all unneeded rows in the table.

Instructional Survey Plan

Section IV: NYSED Initiatives Alignment

- Explain how the use of instructional technology will support academic standards and performance for students.
- Explain the application of technologies and instructional strategies that are specifically used for students with disabilities.*
- Explain the use of technology to address the needs of Students with Disabilities ensure equitable access to instruction, materials, & assessments.*
- What professional development will be offered to teachers of Students with Disabilities?*
- How will your district address the needs of English Language Learners/Multilingual Learners to ensure equitable access to instruction, materials, and assessments? (also district's ELL Education Plan)

**Must align with the district's response to any related questions(s) in the SSIP.*

Instructional Survey Plan

Section IV: Administrative Management

staffing, funding, district policies

- Does the district distribute hardware to non-public school students?
- Does the district have a web site?
- Does the district have a person responsible for Information Security? What is the title of that person?
- Does the district have person responsible for Information Privacy? What is the title of that person?
- Has a district-wide information security and/or privacy audit been performed? How often is it performed? Is it by a third-party auditor?

Instructional Survey Plan

Section IV: Administrative Management

staffing, funding, district policies (cont'd)

- Does the school district provide for educating minors about appropriate online behavior, etc?
- Is there a Cyberbullying and Internet Safety Policy? (with URL)
- Is there a “Parents’ Bill of Rights for Data Privacy and Security? (with URL)

2018-2021 Timeline



Nassau RIC Reviewers with district assignments

Barbara Sabia 516 608-6682	Audre Midura 516-832-2744	Matthew Hejna 516- 608-6648	Matthew Hejna 516- 608-6648
BALDWIN	GLEN COVE	MALVERNE	ROCKVILLE CENTRE
BELLMORE	GREAT NECK	MANHASSET	ROOSEVELT
BELLMORE-MERRICK	HEMPSTEAD	MASSAPEQUA	ROSLYN
BETHPAGE	HERRICKS	MERRICK	SEAFORD
CARLE PLACE	HEWLETT WOODMERE	MINEOLA	SEWANHAKA
EAST MEADOW	HICKSVILLE	NEW HYDE PARK	SYOSSET
EAST ROCKAWAY	ISLAND PARK	NORTH BELLMORE	UNIONDALE
EAST WILLISTON	ISLAND TREES	NORTH MERRICK	VALLEY STR 13
ELMONT	JERICHO	NORTH SHORE	VALLEY STR 24
FARMINGDALE	LAWRENCE	OCEANSIDE	VALLEY STR 30
FLORAL PARK	LEVITTOWN	OYSTER BAY	VALLEY STREAM CHS
FRANKLIN SQUARE	LOCUST VALLEY	PLAINEDGE	WANTAGH
FREEPORT	LONG BEACH	PLAINVIEW	WEST HEMPSTEAD
GARDEN CITY	LYNBROOK	PORT WASHINGTON	WESTBURY



Questions?

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Questions regarding the Instructional Technology Plans, please contact your RIC Reviewer at techplan@nasboces.org

Or the NYSED Office of Educational Design and Technology at edtech@nysed.gov or via phone at (518) 474-5461.

For updated information and resources, visit the Nassau BOCES Instructional Technology Plan web site :
<https://www.nassauboces.org/Page/7404>

For Assistive Technology Information:
<http://www.Wnysed.gov/edtech/assistive-technology>

For Student Data Privacy
<http://www.nysed.gov/student-data-privacy>

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BOCES