

GREENVILLE CENTRAL SCHOOL DISTRICT

Technology Plan

Fiscal Years 2010 - 2013

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Technology Plan
Fiscal Years 2010 – 2013

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Mission Statement

The mission of the Greenville Central School District, with vital community partners, is to present the world with a gift of well educated graduates who will forge ahead as confident thinkers, empowered learners and compassionate, responsible leaders by insuring superior instruction with total support for excellence and vision.

Technology Committee

As part of K-12 district planning, the Director of Technology has facilitated the formation of a Technology committee for the purpose of creating and maintaining a K-12 technology plan, facilitating communication regarding technology within GCS learning community, and acting as an advising committee to both the Quality Education Committee and District Planning Committee. The committee members will be selected annually. Meeting will be held quarterly with additional meetings scheduled as necessary.

Current Technology Committee Members:

Director of Technology:	Scott Gardiner
Faculty - Elem Technology:	Kathleen Nelson
Faculty - Elem Technology:	Pam Hollinde
Faculty - MS Technology:	Deborah Mrozek-Ferrara
Faculty - HS Technology:	Linda Esposito
Faculty Member - Elem:	Margaret Robertson
Faculty Member - MS:	Kathryn McAneny
Curriculum Coordinator:	Rachel Anderson
DPC Member:	Jane Scrafford
QEC Member:	Jose Roselli
Cabinet Member:	Lisa Knowles
BOE Member:	Lawrence Tompkins
Parent Member:	Edward Cox
Parent Member:	Richard Gage

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Technology Overview – Infrastructure

The Greenville Central School District maintains a hardware infrastructure to support both the learning community and the district business office. Our district is housed on one campus with four separate buildings. A fiber backbone is at the heart of our network and connects all buildings. The server room in the high school serves as a hub for these fiber connections. All classrooms and office spaces are wired for network connectivity. High speed network switching gear by Enterasys© provides port access to these classrooms and office spaces district-wide.

Internet access is provided district-wide to all workstations to support both administrative and instructional needs. Internet service is provided via a direct connect fiber link from Mid-Hudson cable, our Internet service provider (ISP). GCSD has currently purchased a bandwidth capacity of 4.0 Mbps from Mid-Hudson. All students and staff are provided access to the Internet through a firewall and Internet proxy appliance. The firewall protects our network from unwanted and possible harmful intrusions from the outside Internet. The Internet proxy appliance protects students and faculty from inappropriate Internet sites via a content filtering system. This filtering system is updated every night by our filtering vendor to provide up to date filtering and logging of Internet content for all users. GCSD has been in compliance with the CIPA (Child Internet Protection Act) since its inception in early 2001.

Ten dedicated file servers provide application support for administrative and instructional needs. Each server is equipped with RAID 5 storage architecture for data redundancy in the event of a hardware failure. Two tape backup systems provide the means to restore files in the event of a disaster or accidental deletion of data. Tape backups are stored both on-site and off-site in compliance with our disaster recovery plan.

Providing resources for the integration of technology into classroom instruction is a fundamental goal of our district's information technology (IT) department. To this end, classroom computers and multimedia technologies exist to support instruction in each discipline. We currently support over 500 desktop workstations in three schools, and various offices. The Scott M. Ellis Elementary School averages 4-5 classroom computers per classroom. The Greenville Middle School averages 4-5 classroom computers per classroom. The Greenville High School averages 2-3 classroom computers per classroom. In addition, the district technology department supports two media centers with 25 computers, and 3 computer labs with 75 computers, and five mobile computer labs with 110 laptops. The IT department has also been installing and supporting other instructional technologies such as interactive whiteboards and multimedia projection systems in many classrooms to further enhance instruction. To date there are

approximately 30 interactive whiteboards and 50 LCD projection systems in classrooms throughout the district.

Several major applications exist to support information management for the school community. SchoolTool© by Mindex, Inc. has been utilized since the 2008 school year for student information management, including processes for attendance, discipline, scheduling, and grade reporting. This application continues to enhance communication between faculty and staff and between home and school. The process of curriculum mapping was instituted during the 2007 – 2008 school year with the purpose to coordinate and align K – 12 instruction throughout the district. Atlas© by Rubicon software is the application we utilize to support the curriculum mapping process. QueCentre© continues to be our facility management application for the scheduling of events and maintenance needs across the district. Access to the building use calendar utilizing this application is made available through our district website. Other major software applications that the IT Department manages and supports include: NutriKids point of sale system for food service, Follett library system, Transfinder and PetroVend for transportation, and SNAP Health Center for nurse's medical documentation. Managing these software applications provides faculty, staff, students, and parents with the necessary tools to promote student achievement in our district.

Integrating technology into our instruction has been and continues to be a high priority of the Greenville Central School District. The constantly changing nature of technology requires a periodic review of our implementation of this goal. To that end, we look to the future with the following technology goals.

Technology Goals

1. Provide students with access to a variety of resources that will enable them to develop 21st century learning skills for their future study and employment.
2. Provide support to all faculty and administration to assist them in meeting technology competency standards that will ensure their ability to increase student achievement of the New York State learning standards.
3. Engage parents and the community through the development of electronic communications mechanisms.
4. Develop and maintain an equitable and sustainable financial plan for technology investments.
5. Ensure that teachers, administrators, students, and families have equitable access to high-speed connectivity, up-to-date hardware and software.

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Implementation - Goal 1: Provide students with access to a variety of resources that will enable them to develop 21st century learning skills for their future study and employment.

Tactic 1	Major Tasks and Activities	Participants	Evidence of Completion	Due Date	Professional Development	Funding	Who ensures completion
Infrastructure	1. Provide an additional mobile lab cart for MS/HS.	Director of Technology	Lab cart in use	May 2010	Ongoing by IT Department	Tech Budget	Director of Technology
	2. Provide two mobile lab carts for Scott M. Ellis Elementary.	Director of Technology	Lab cart in use	May 2010	Ongoing by IT Department	Tech Budget	Director of Technology
	3. Upgrade existing computer workstations in Scott M. Ellis Elementary.	Director of Technology	Workstations purchased and installed.	Jan 2011	N/A	Tech Budget	Director of Technology
	4. Upgrade all existing network switches district-wide.	Director of Technology Stieglitz Snyder Architecture	Network switches purchased, installed, and operational.	Sept 2010	Vendor training of IT Staff	Capital Project Tech Budget	Director of Technology
	5. Continue to add additional wireless access points to expand our wireless network.	Director of Technology	Wireless access points purchased and installed	Jan 2011	N/A	Tech Budget	Director of Technology

Implementation – Goal 1: Provide students with access to a variety of resources that will enable them to develop 21st century learning skills for their future study and employment.

Tactic 2	Major Tasks and Activities	Participants	Evidence of Completion	Due Date	Professional Development	Funding	Who ensures completion
Software	1. Implement Google Apps for education.						
	a. Setup educational account with Google.	Director of Technology	Account setup	March 2010	N/A	N/A	Director of Technology
	b. Contact other schools using Google Apps for possible site visits.	Technology Committee	Sites visited	April 2010	N/A	N/A	Director of Technology
	c. Pilot Apps with a small group of faculty and students or other groups.	Director of Technology HS Faculty	Google Apps being used by pilot group(s)	May 2010	In house	N/A	Director of Technology
	d. Rollout Apps to entire high school.	Director of Technology HS Faculty	Google Apps being used by high school faculty and students	Nov 2010	Outside trainer NERIC	PPC	Director of Technology HS Principal
	2. Achieve software license compliancy district-wide.						
	a. Conduct software inventory of all workstations.	QEC	Inventory completed	April 2010	N/A	N/A	Director of Cur and Comm.
b. Delete software no longer used from workstations	Director of Technology	Non used software deleted from all workstations	Jun 2011	N/A	N/A	Director of Technology	
c. Compile non-compliance report.	Director of Technology	Report completed	July 2010	N/A	N/A	Director of Technology	

	d. Develop purchasing plan for non-compliant software	Director of Technology	Plan completed	Oct 2010	N/A	N/A	Director of Technology
	e. Purchase licenses	Director of Technology	Licenses purchased	Jul 2011	N/A	Tech Budget	Director of Technology
	3. Investigate updating library automation software.	Director of Technology ES/HS Media Specialists	Recommendation made to Technology Committee	Jan 2011	N/A	N/A	Director of Technology

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Implementation – Goal 1: Provide students with access to a variety of resources that will enable them to develop 21st century learning skills for their future study and employment.

Tactic 3	Major Tasks and Activities	Participants	Evidence of Completion	Due Date	Professional Development	Funding	Who ensures completion
Multimedia	1. Install interactive (Promethean) whiteboards in Scott M. Ellis classrooms.	Director of Technology	Equipment installed and in use.	Jun 2010	Vendor training.	Tech Budget	Director of Technology
	2. Install portable document camera(s) in Scott M. Ellis	Director of Technology	Camera(s) installed and in use.	Jul 2010	In house	Tech Budget	Director of Technology
	3. Re-work Scott M. Ellis computer lab / media center to accommodate interactive whiteboard and laptops	Director of Technology	Laptops and interactive whiteboard in use in space occupied by the computer lab.	Sept 2010	In house	Tech Budget	Director of Technology

Tactic 4	Major Tasks and Activities	Participants	Evidence of Completion	Due Date	Professional Development	Funding	Who ensures completion
Distance Learning	1. Continue research into various distance learning options that would benefit our district.	Technology Committee	Research completed and compiled.	Mar 2011	N/A	N/A	Technology Committee
	2. Develop pilot plan for distance learning.	Technology Committee	Pilot plan completed.	Jun 2011	N/A	N/A	Technology Committee

**GREENVILLE CENTRAL SCHOOL DISTRICT
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Implementation - Goal 2: Provide support to all faculty and administration to assist them in meeting technology competency standards that will ensure their ability to increase student achievement of the New York State learning standards.

Tactic 1	Major Tasks and Activities	Participants	Evidence of Completion	Due Date	Professional Development	Funding	Who ensures completion
Professional development	1. Provide support for teacher technology proficiency						
	a. Review technology needs assessment survey.	Technology Committee	Survey reviewed	Jun 2010	N/A	N/A	Technology Committee
	b. Conduct teacher technology proficiency assessment based on NYS standards.	Director of Technology	Assessment conducted	Sept 2010	N/A	N/A	Director of Technology
	c. Make recommendation to Professional Practices Committee regarding Technology professional development.	Technology Committee	Recommendations made to PPC	Dec 2010	N/A	N/A	Technology Committee
	d. Technology professional development selected and implemented	Technology Committee PPC	Faculty provided with training recommended by the Tech Committee	Jun 2011	Various	PPC	PPC
2. Provide faculty with training support for required software applications (SchoolTool, QueCentre, etc.)	Director of Technology	Trainings made available at various times (conf. days, in-service, etc.)	Ongoing	Ongoing by IT Department NERIC	N/A	Director of Technology	

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Implementation – Goal 2: Provide support to all faculty and administration to assist them in meeting technology competency standards that will ensure their ability to increase student achievement of the New York State learning standards.

Tactic 2	Major Tasks and Activities	Participants	Evidence of Completion	Due Date	Professional Development	Funding	Who ensures completion
Faculty resources	1. Continue to develop a Technology support section of the district website (FAQs, Tutorials, links, etc.) to support faculty and staff.	Director of Technology	New support pages added and being used	Sept 2011	N/A	N/A	Director of Technology
	2. Provide additional laptops for faculty to check out for curriculum work.	Director of Technology	Laptops made available in faculty pool	Sept 2010	N/A	Tech Budget	Director of Technology
	3. Provide laptops for Interactive whiteboard users to develop curriculum off site.	Director of Technology	Laptops made available to interactive whiteboard users	Sept 2010	N/A	Tech Budget	Director of Technology

Tactic 3	Major Tasks and Activities	Participants	Evidence of Completion	Due Date	Professional Development	Funding	Who ensures completion
Mentors	1. Work with the PPC to develop a “technology mentor” program to provide additional support to faculty and staff.	Technology Committee	Program in place and mentors selected	Nov 2010	N/A	Unknown	Technology Committee

**GREENVILLE CENTRAL SCHOOL DISTRICT
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Implementation - Goal 3: Engage parents and the community through the development of electronic communications mechanisms.

<i>What</i>	<i>How</i>	<i>Who</i>	<i>Measure</i>	<i>Timeline</i>	<i>Support</i>		<i>Responsibility</i>
Tactic 1	Major Tasks and Activities	Participants	Evidence of Completion	Due Date	Professional Development	Funding	Who ensures completion
Website	Continue to implement plan to provide teachers with a unified method of maintaining web pages.						
	a. Purchase web authoring software and install on workstations.	Director of Technology	Software purchased and installed	Aug 2010	N/A	Tech Budget	Director of Technology
	b. Training on software provided to faculty	Director of Technology PPC	Training completed	March 2011	Vendor training	PPC	Director of Technology
	c. Unified templates provided to faculty for their web pages	Director of Communication Questar	Teacher web pages re-designed with new templates	June 2011	Questar	Communications	Director of Communications

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Implementation – Goal 3: Engage parents and the community through the development of electronic communications mechanisms.

Tactic 2	Major Tasks and Activities	Participants	Evidence of Completion	Due Date	Professional Development	Funding	Who ensures completion
Telephone/ voice mail	1. Replace current phone and voice mail systems.	Technology Committee Director of Technology Supervisor of Buildings and Grounds Stieglitz Snyder Architecture	New system installed and used by all district personnel	Sept 2010	Initial training provided by vendor. Additional ongoing training in house	General Budget capital project	Director of Technology Supervisor of Buildings & Grounds

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Implementation – Goal 3: Engage parents and the community through the development of electronic communications mechanisms.

<i>What</i>	<i>How</i>	<i>Who</i>	<i>Measure</i>	<i>Timeline</i>	<i>Support</i>		<i>Responsibility</i>
Tactic 3	Major Tasks and Activities	Participants	Evidence of Completion	Due Date	Professional Development	Funding	Who ensures completion
Student Management System	Continue to provide enhancements and rollout new features of the SchoolTool student management system.						
	1. Implement Elementary Report Cards	ES Faculty ES Principal Director of Technology	Electronic report cards being utilized	Sept 2010	NERIC class Ongoing support	Tech Budget	Director of Technology
	2. Implement Teacher entered Discipline in MS/HS.	MS Faculty HS Faculty	Discipline being entered by teachers using SchoolTool.	Sept 2010	In house Ongoing	N/A	Director of Technology
	3. Implement integration between SchoolTool and ClearTrack.	Director of Technology Director of PPS	Cleartrack database updated from SchoolTool	June 2010	N/A	N/A	Director of Technology
	4. Implement integration between SchoolTool and NutriKids (Lunch POS).	NERIC Director of Technology Food Service Supervisor	NutriKids database updated from SchoolTool	July 2010	N/A	N/A	Director of Technology

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Implementation – Goal 3: Engage parents and the community through the development of electronic communications mechanisms.

<i>What</i>	<i>How</i>	<i>Who</i>	<i>Measure</i>	<i>Timeline</i>	<i>Support</i>		<i>Responsibility</i>
Tactic 3	Major Tasks and Activities	Participants	Evidence of Completion	Due Date	Professional Development	Funding	Who ensures completion
Student Management System	5. Implement integration between SchoolTool and Follett (library system).	NERIC Director of Technology Media Specialists	Follett database updated from SchoolTool	Sept 2010	N/A	N/A	Director of Technology
	6. Implement integration between SchoolTool and Transfinder.	NERIC Director of Technology Transportation Supervisor	Transfinder database updated from SchoolTool	Nov 2010	N/A	N/A	Director of Technology
	7. Develop and implement a plan to communicate Parent Portal use to parents in the community.	Director of Technology Principals Director of Communication	Plan in place and parents informed.	Aug 2010	N/A	N/A	Director of Technology

**GREENVILLE CENTRAL SCHOOL DISTRICT
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Implementation - Goal 4: Develop and maintain an equitable and sustainable financial plan for technology investments.

<i>What</i>	<i>How</i>	<i>Who</i>	<i>Measure</i>	<i>Timeline</i>	<i>Support</i>	<i>Responsibility</i>
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Tactic 1	Major Tasks and Activities	Participants	Evidence of Completion	Due Date	Professional Development	Funding	Who ensures completion
Five-year budget	1. Increase personnel to support technology demands/needs.	Technology Committee	Proposal to Supt	Nov 2009	N/A	Tech Budget	Director of Technology
			BOE approval	March 2010	N/A	Tech Budget	
	2. Develop plan for 2010-11 technology lease purchase through Questar. Plan to include workstations for Ellis and district network switch upgrades.	Director of Technology	Quotes received, orders placed through Questar	May 2010	N/A	Tech Budget	Director of Technology

<i>What</i>	<i>How</i>	<i>Who</i>	<i>Measure</i>	<i>Timeline</i>	<i>Support</i>		<i>Responsibility</i>
Tactic 2	Major Tasks and Activities	Participants	Evidence of Completion	Due Date	Professional Development	Funding	Who ensures completion
Long- range equipment plan	1. Add LCD projector / multimedia purchases to long-range equipment plan.	Technology Committee Administrators Director of Technology	Classroom multimedia added to long range equipment plan.	Nov 2011	N/A	N/A	Technology Committee

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Implementation – Goal 4: Develop and maintain an equitable and sustainable financial plan for technology investments.

<i>What</i>	<i>How</i>	<i>Who</i>	<i>Measure</i>	<i>Timeline</i>	<i>Support</i>	<i>Responsibility</i>
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Tactic 3	Major Tasks and Activities	Participants	Evidence of Completion	Due Date	Professional Development	Funding	Who ensures completion
Procedure	1. Develop a software purchasing procedure to be implemented district-wide.	Technology Committee Director of Technology	Plan completed and distributed to faculty and administrators	Dec 2011	N/A	N/A	Director of Technology

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Implementation - Goal 5: Ensure that teachers, administrators, students, and families have equitable access to high-speed connectivity, up-to-date hardware and software.

<i>What</i>	<i>How</i>	<i>Who</i>	<i>Measure</i>	<i>Timeline</i>	<i>Support</i>		<i>Responsibility</i>
Tactic 1	Major Tasks and Activities	Participants	Evidence of Completion	Due Date	Professional Development	Funding	Who ensures completion
Infrastructure	1. Provide wireless access and laptops to give unstructured computer access for MS/HS students in common areas.	Director of Technology	Laptops in use Wireless access available.	Sept 2010	N/A	Tech Budget	Director of Technology
	2. Continue to expand and provide wireless internet access for the community.	Director of Technology	Wireless access available	Sept 2010			

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Professional Development

Embedded in the technology plan are multiple opportunities to increase staff members' technology literacy, awareness, and confidence. These opportunities include but are not limited to, in-service course offerings, vendor trainings, one-to-one tutorials, and ongoing training by the IT department. Faculty will receive trainings to develop their own web page to facilitate parent-teacher communication. A technology section on the district's website will continue to be available to faculty with support information such as: frequently asked questions, tutorials, and links to other technology applications. A proficiency assessment will be conducted in conjunction with Quality Education Committee, Instructional Administrators, and Technology Committee to determine further professional development opportunities.

These professional development opportunities will ensure that each professional is well qualified to integrate technology effectively into curricula and instruction and assist students in achieving the New York State learning standards.

Evaluation

This technology plan is a changing document and in order to assess its success, it will be reviewed and updated at least annually. The technology committee will meet on a regular basis throughout each year to evaluate the plan and ensure that our technology initiatives are appropriately implemented. This group will assess our technology program and determine if the goals have been met. The committee will also ensure that the goals outlined in this plan remain in alignment with the organizational goals and beliefs of the Greenville Central School District.

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Technology Inventory

Updated 03-04-2010

Scott M. Ellis Elementary – Enrollment: 540	
Desktop Workstations	215
Laptops	44
Interactive Whiteboards	9
LCD Projectors	11
Laser Printers	8
Deskjet Printers	55
Presentation Computer Monitors	37

Middle School – Enrollment: 300	
Desktop Workstations	115
Laptops	42
Interactive Whiteboards	10
LCD Projectors	14
Laser Printers	13
Deskjet Printers	17
Presentation Computer Monitors	4

High School – Enrollment: 415	
Desktop Workstations	180
Laptops	60
Interactive Whiteboards	8
LCD Projectors	23
Laser Printers	28
Deskjet Printers	20
Presentation Computer Monitors	11

District Office / Transportation	
Desktop Workstations	11
Laptops	7
Interactive Whiteboards	0
LCD Projectors	0
Laser Printers	6
Deskjet Printers	2
Presentation Computer Monitors	0

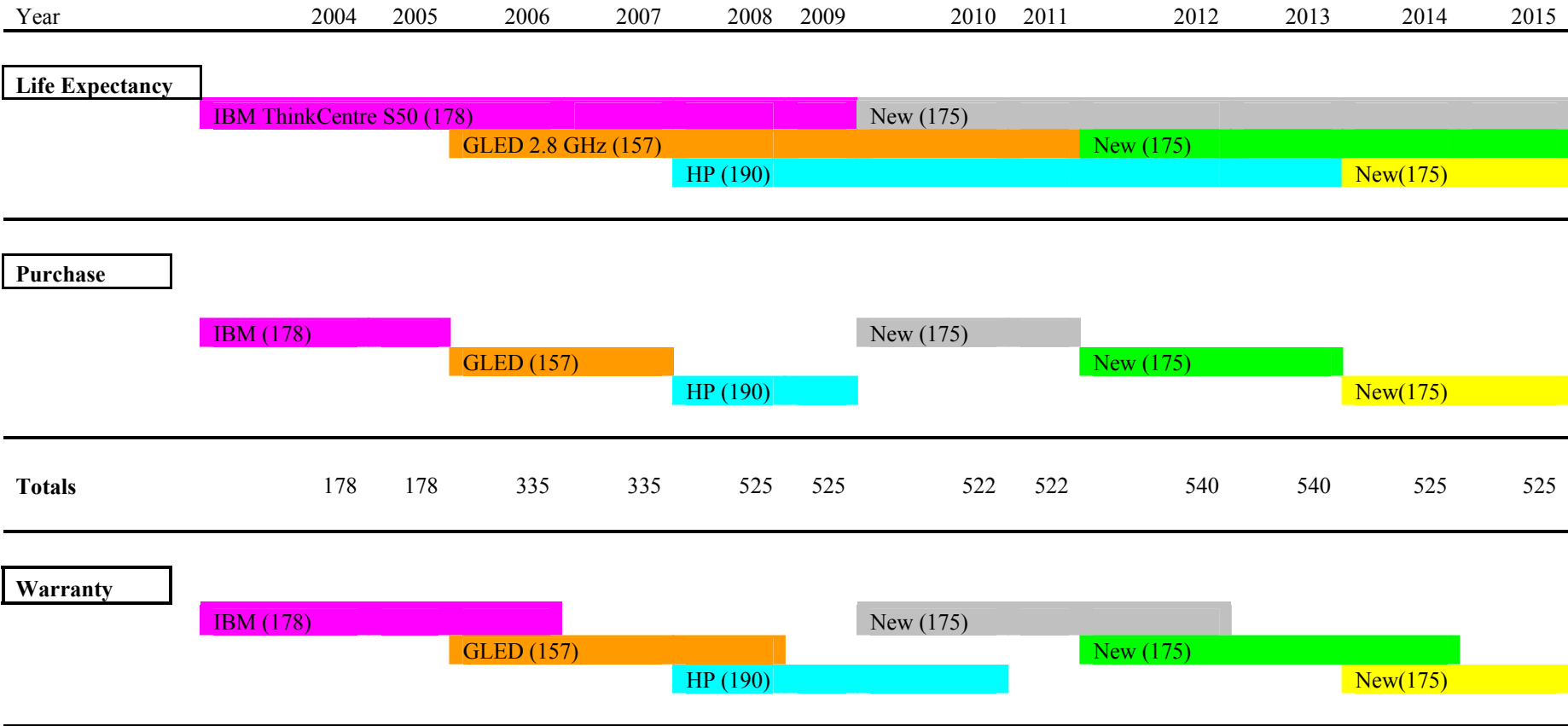
2010-2011 Proposed Budget / 5 Year Plan

Budget Line	Current	Proposed	2011-2012	2012-2013	2014-2015	2015-2016
	2009-2010	2010-2011				
Library Automation (Follet maintenance)	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Support Tech Interns Conferences / Training Outside Contracting - fiber, network, etc.	4,000.00	4,000.00 (\$19,000 if the requested IT position is not funded)	4,000.00	4,000.00	4,000.00	4,000.00
Supplies Ink, Toner, Disks, CDRs	15,450.00	17,767.50	18,300.53	18,849.54	19,415.03	19,997.48
Computer Hardware (State Aided)	23,377.00	23,377.00	23,377.00	23,377.00	23,377.00	23,377.00
	B/W laser printers	B/W laser printers	B/W laser printers	B/W laser printers	B/W laser printers	B/W laser printers
	LCD Projectors	LCD Projectors	LCD Projectors	LCD Projectors	LCD Projectors	LCD Projectors
	Laptop upgrades	Digital Cameras				
	Digital Cameras	Misc Hardware				
Hardware Lease/Purchase Server Lease Purchase	80,000.00	80,000.00 (180 desktops, mobile lab cart)	80,000.00	80,000.00	80,000.00	80,000.00
Repair	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
Software (State Aided)	21,520.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
	Web Filter	Web-Filter				
	Renewal	Anti-Virus				
	Office upgrades	Client software upgrades				
	Anti-Virus	Compliance upgrades				
Communications Internet Service	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
Totals	165,847.00	168,644.50	169,177.53	169,726.54	170,292.03	170,874.48

Long-Range Equipment Plan

updated 03-04-2010

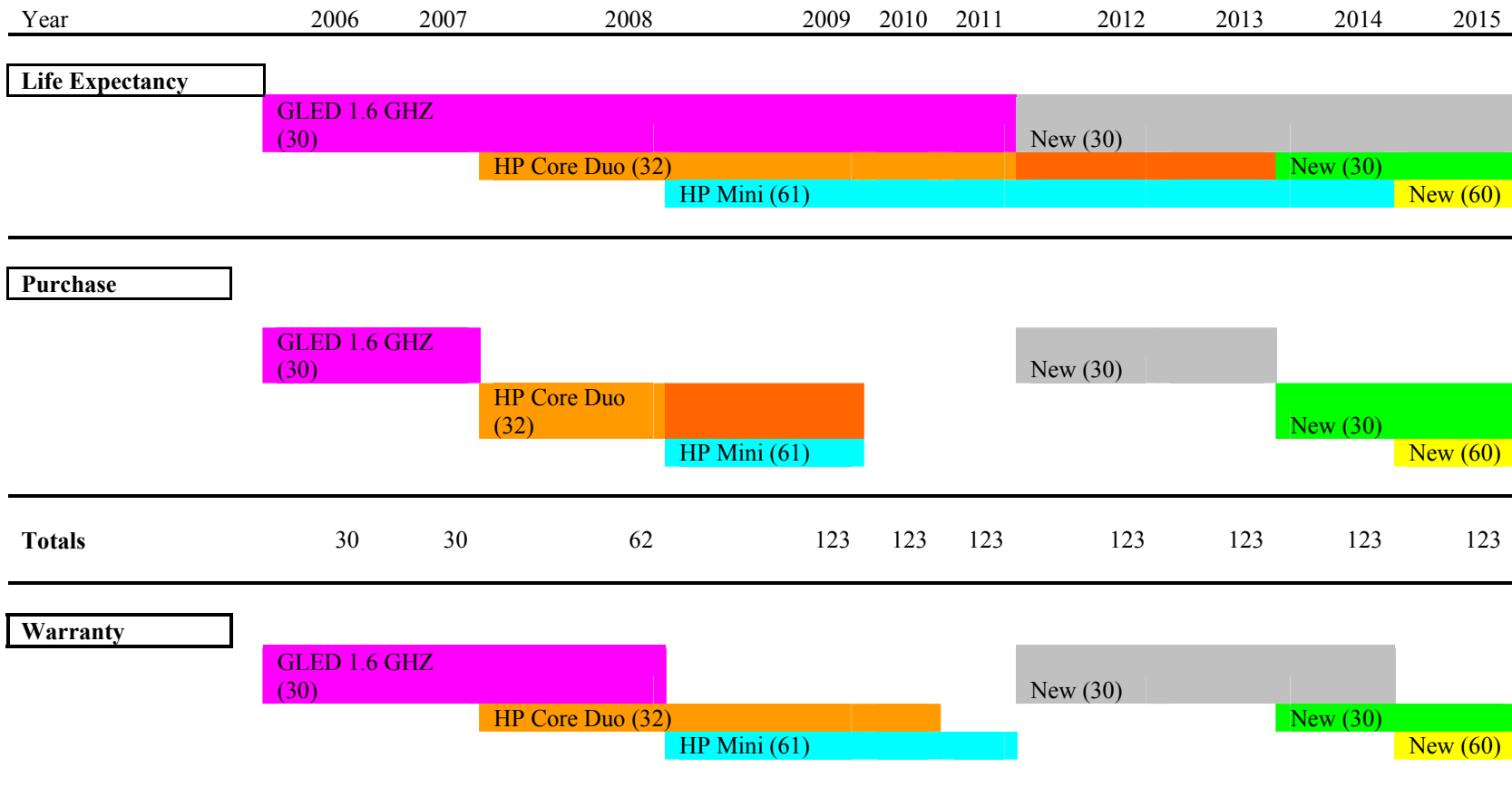
Workstation Purchases



To maintain a 6 year replacement plan with our current level of computer availability we need to purchase 175 computers every 2 years.

Long-Range Equipment Plan Laptop Purchases

updated 04-09-2010



To maintain a 6 year replacement plan with our current level of computer availability we need to purchase 60 laptops every 2 years.