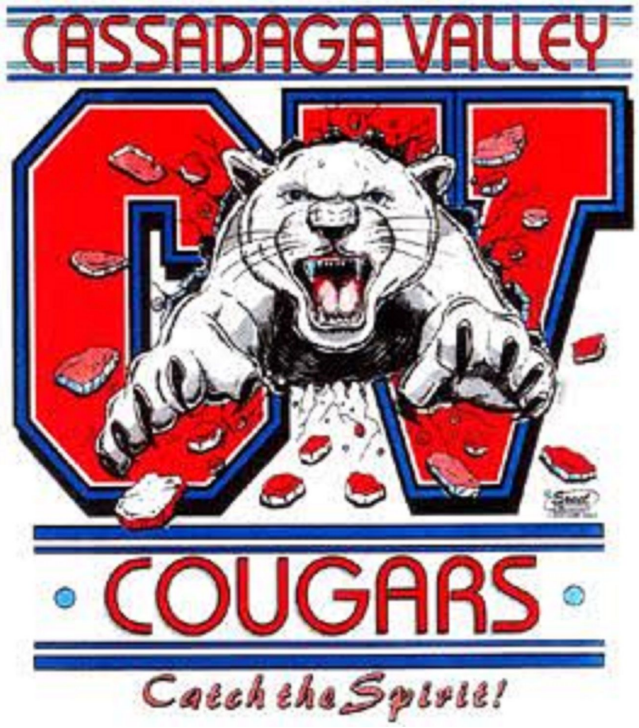
Cassadaga Valley
Central School District
Instructional Technology Plan
May 2019-June 2022



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About the District

Cassadaga Valley Central School District is set in a small, rural community located in the heart of Chautauqua County. The District encompasses the Towns of Gerry, Charlotte, Stockton, Arkwright, Ellery, Cherry Creek, Ellicott, Pomfret and Ellington. Cassadaga Valley is home to Sinclairville Central School consisting of grades Pre-K-5 and has 401 students. Cassadaga Valley Middle/High School consists of grades 6-8 and has 442 students. The District employs 93 teachers. The student demographics are 94% White; 3% Hispanic; 2% Multiracial and 1% African-American. Approximately 56% of the student population are eligible for free or reduced lunch programs, however, the school participates in the Community Eligibility Program providing free breakfast and lunch to all students.

Mission

The mission of the Cassadaga Valley Central School District is to provide, through a dedicated staff and supportive community, a learning experience enabling our students to become responsible citizens who have a high degree of self-esteem; have the ability to think creatively and logically; manage personal resources; apply current technologies to their daily lives; understand the workings of our global society; and appreciate the contributions of the arts, philosophies and heritage.

Vision

The Valley is a safe place where people are encouraged to explore, learn and prepare for their future

Our Values

- **We value** community, promoting civility and demonstrating empathy
- **We value** the demonstration of safe space to learn and experience success
- **We value** students and adults engaging together in authentic learning
- **We value** thoughtful dialogue that respects a different opinion
- **We value** fostering responsibility that will develop solution minded contributors
- **We value** thinking about, understanding and appreciating the contribution of others
- **We value** our past as we prepare for our future

Vision and Goals

It is the goal of the Cassadaga Valley Central School system over the next three years to improve both the access and experience of its stakeholders related to the District's technology resources. As a result of strategic improvements in the development of a more supportive infrastructure is it our intent to see students, staff and community members engaged in a more immersive experience with technology. We plan to expand student exposure to programming through an emphasis on integration in our Science, Technology, Engineering and Mathematics curriculum. To support that effort and to provide an even more safe, secure and productive digital learning environment, we will work with each academic department to consider their technology needs as we move forward. Setting specific targets for technology implementation in our regular classrooms and then assessing to see if those targets are met will enhance the college and career readiness of our student population.

An important point of emphasis in our ongoing effort to provide our school community with access to a comprehensive and progressive technology experience is our willingness to embrace the effective use of mobile devices. Much of what we plan to do over the next two to three years will be designed to incorporate the use of these individual devices into an overarching approach that will take advantage of this tremendous opportunity. Specific technologies such as airplay will be supported and encouraged in our classrooms leading to a more direct connection for each student in the learning process.

Our vision is not only to support, but to surround the experience of our student body, faculty and staff with a comprehensive technology environment that is designed to promote learning. This will include a purposeful commitment from the Board of Education and Administration to makes necessary purchases and generate appropriate policy and procedures to allow for this system to be established.

Goals

Goal 1: (Infrastructure): It is the goal of the Cassadaga Valley Central School system over the next three years to improve both the access and experience of its stakeholders related to the District's technology resources. As a result of strategic improvements in the development of a more supportive infrastructure is it our intent to see students, staff and community members engaged in a more immersive experience with technology. The goal will be to maintain technology and infrastructure and plan to upgrade outdated technology.

Goal 2: (Student Learning) An important point of emphasis in our ongoing effort to provide our school community with access to a comprehensive and progressive technology experience is our willingness to embrace the effective use of mobile devices. Much of what we plan to do over the three years will be designed to incorporate the use of these individual devices into an overarching approach that will take advantage of this tremendous opportunity. Specific technologies such as airplay used in direct and specially designed instruction, will be supported and encouraged in our classrooms leading to a more direct connection for each student in the learning process. Students will have access for more personalized learning, collaboration with peers, teachers and home. New devices specifically utilized in assessment will allow for more immediate feedback to students and families and may eliminate any human error. Additional devices will give students the opportunities to hone digital literacy skills to be prepared for the workplace and/or college.

Goal 3: (Instruction) The district will improve instruction and learning through the use of technology to differentiate instruction and utilize strategies to maximize student learning, blended learning opportunities using technology integration, and individualized learning experiences. Technology allows teachers to modify material to meet the needs of all learners. To that end, technology is a tool for instruction not a replacement for instruction.

Planning Process

The Superintendent and Technology Coordinator met and identified key stakeholders to serve on the committee to develop the plan. In addition to those recommended to participate (technology staff, curriculum director, and teachers) we chose to include a parent representative and student representatives as well.

The Stakeholder groups that represented in the Learning and Technology Committee included Administrators, Support Staff, Teachers, Parents, and Community Members. These members evaluate the instructional technology plan and come to consensus on all plans, purchases, professional development offerings and budgets then make recommendations to the Superintendent of Schools.

May 2018	Administrators, Teachers, Parents, Students	Reviewed the survey and established goals. Members were assigned tasks to help complete the survey.
June 2018	Administrators, Teachers	Came up with strategies to achieve goals in the classroom based on data received. Began to complete the survey
Sept 2018	Administrators, Teachers, Parents, Students	All stakeholders reviewed and discussed the survey items.
March 2019	Administrators, Teachers, Parents, Students	All stakeholders viewed and discussed the Smart Schools Improvement Plan and approved its contents.
April 2019	Administrators, Teachers, Parents, Students	Revision and alignment of the technology plan to the SSIP.
May 2019	Administrators, Teachers, Parents, Students	Review and curate current technology assets, software and subscriptions for the district.
June 2019	Administrators, Teachers, Parents, Students	Create system for requesting technology software and hardware. Create a rubric for approval of requests.
Sept. 2019	Administrators, Teachers, Parents, Students	Bi-Monthly meetings to review technology requests and surveys

Stakeholders

Marcy Sweetman- Director of Curriculum
Phil Bens- Technology Coordinator
Scot Stutzman- MHS Principal
Josh Gilevski- Elementary Principal
Chris Rusco- Assistant Principal
Rebecca Donnelly- Director of Special Education
Alisa Petry- Grade 5 Teacher
Joanna Brautigam- Kindergarten Teacher
Alyssa Goot- Elementary Art Teacher
Samantha Gambino- Elementary Special Education Teacher
Elisabeth Beaver- MHS ELA Teacher
Corinne Kelly- MHS Science Teacher
Reggie Cole- MHS Technology Teacher
Katie DeVore- School Psychologist
Lisa Cleland- Parent
Nick Wittmeyer-Student Representative
Dr. Kathy Gradel- SUNY Fredonia Professor

Professional Development

Strategies for providing ongoing, sustained professional development for teachers, principals, administrators, and school library media personnel to ensure that staff know how to use the new technologies to improve education.

Cassadaga Valley Central School District provides ongoing professional development for district technology to all staff, teachers and administrators. We continually assess the technology professional needs of all staff so that we can meet our ongoing goal to integrate technology into all aspects of the educational learning environment. Teachers, staff and administration receive technical integration support in order to use technology or communication, collaboration, data driven instruction, delivery of instructional materials and assessments, as well as, a means to provide student feedback in a more efficient and timely manner. Professional development promotes technology as a tool to design learning opportunities, to evaluate the effectiveness of instruction and to monitor student learning, as well as ensure that there is a positive student learning environment. Our technology professional development also ensures that educators have the knowledge, skills and opportunity to engage and collaborate with parents and families and active partners in children's education.

Training opportunities are provided through staff development days, during and after school, including hands-on, interactive and documentation learning.

https://www.cvcougars.org/Page/914

Goal Measurement and Evaluation Process

The stakeholders that are a part of the planning process will be evaluating the instructional technology goals throughout the school year in addition to the action plan evaluation using the following metrics (3-8) that are part of Every Student Succeeds Act (ESSA).

Key subgroups (Economically Disadvantaged Students with Disabilities) for which our district is highly accountable will be closely monitored for evidence of improvement. Key measures that will be utilized are: 3-8 assessments, Regents, College Career and Civics Readiness, Chronic Absenteeism, STAR, Common Formative Assessments, Annual Instructional Survey, and Panorama.

Goal(s) Action Plan

Goal 1: (Infrastructure): It is the goal of the Cassadaga Valley Central School system over the next three years to improve both the access and experience of its stakeholders related to the District's technology resources. As a result of strategic improvements in the development of a more supportive infrastructure is it our intent to see students, staff and community members engaged in a more immersive experience with technology. The goal will be to maintain technology and infrastructure and plan to upgrade outdated technology.

Actions needed to achieve goal	Category	Person(s) Responsible	Anticipated Completion	Cost
Develop funding stream to achieve the goal	Budgeting	Business office	May 2018	$5,000
Acquire more wireless access points as needed	Purchasing	Technology Coordinator	June 2021	NA
Arrange installation of equipment	Implementation	Technology Coordinator	February 2019	NA
Familiarize staff and students with procedure to connect to wireless system	Professional Development	Technology Coordinator	January 2019	NA
Review of current technology and infrastructure	Implementation	Learning and Technology Committee	Sept. 2019 and ongoing	NA

Goal 2: (Student Learning) An important point of emphasis in our ongoing effort to provide our school community with access to a comprehensive and progressive technology experience is our willingness to embrace the effective use of mobile devices. Much of what we plan to do over the three years will be designed to incorporate the use of these individual devices into an overarching approach that will take advantage of this tremendous opportunity. Specific technologies such as airplay used in direct and specially designed instruction, will be supported and encouraged in our classrooms leading to a more direct connection for each student in the learning process. Students will have access for more personalized learning, collaboration with peers, teachers and home. New devices specifically utilized in assessment will allow for more immediate feedback to students and families and may eliminate any human error. Additional devices will give students the opportunities to hone digital literacy skills to be prepared for the workplace and/or college.

Actions needed to achieve goal	Category	Person(s) Responsible	Anticipated Completion	Cost
Develop funding source for goal	Budgeting	Business Office	May 2018	$123850
Utilize Smart Bonds Money (SSIP) to purchase Smart TV, MacBooks, Windows 10 Laptops, Chromebooks and related carts.	Purchasing	Technology Coordinator	June 2020	NA
Mount TV, Set up iPads and Apple TV and distribute to teachers	Implementation	Technology Coordinator	Sept 2020	NA
Use Model Schools and CSLO staff to train teachers on how to use Airplay and demonstrate apps that could be used for integration of technology in the classroom	Professional Development	Director of Curriculum	Sept 2019	NA
Conduct staff survey for additional needs	Implementation	Learning and Technology Committee	June 2020	NA

Goal 3: (Instruction) The district will improve instruction and learning through the use of technology to differentiate instruction and utilize strategies to maximize student learning, blended learning opportunities using technology integration, and individualized learning experiences. Technology allows teachers to modify material to meet the needs of all learners. To that end, technology is a tool for instruction not a replacement for instruction.

Actions needed to achieve goal	Category	Person(s) Responsible	Anticipated Completion	Cost
Find funding source to achieve the goal	Budgeting	Business office	August 2019	$16000
Reviewing curriculum and finding opportunities to implement new learning strategies	Curriculum	Director of Curriculum	May 2020	NA
Using Smart Bond Money (SSIP) purchase faculty Windows 10 Laptops.	Purchasing	Technology Coordinator	June 2020	NA
Ensure technology is in place to provide the one-to-one experience for students in the classroom	Planning	Technology Coordinator	May 2020	NA
Use Model Schools and CSLO staff to train teachers on how to use Airplay and demonstrate apps that could be used for integration of technology in the classroom	Professional Development	Director of Curriculum	Sept 2019	NA
Use Erie 2 BOCES staff to train teachers on how to use Airplay and demonstrate apps that could be used for integration of technology in the classroom	Professional Development	Director of Curriculum	Sept 2019	NA
Complete a Catalog of current subscriptions and software available to all staff	Planning	Learning and Technology Committee	Sept. 2019	N/A
Complete a process for teachers to request purchase of technology throughout the year	Planning	Learning and Technology Committee	Sept. 2019	N/A
Employ a technology integrator to assist teachers in integrating technology into units and lessons	Implementation	Technology Integrator	Sept. 2019 - ongoing	Salary

NYSED Initiatives Alignment

Rigor

The District plans to expand student exposure to programming through an emphasis on integration in our Science, Technology, Engineering and Mathematics curriculum. To support that effort and to provide an even more safe, secure and productive digital learning environment, we will work with each academic department to consider their technology needs as we move forward. Setting specific targets for technology implementation in our regular classrooms and then assessing to see if those targets are met will enhance the college and career readiness of our student population.

The Learning and Technology Committee meets regularly and will be monitoring the academic, social/emotional, and civic participation of the students in the district. The committee will utilize a number of key measures: 3-8 Assessments, Regents, College Career and Civic Readiness, Chronic Absenteeism, STAR and Panorama (intended to measure social/emotional learning) in the decision making and recommendation process.

Students with Disabilities and Assistive Technology

The District's instructional technology plan addresses the needs of students with disabilities to ensure equitable access to instruction, materials, and assessment. The District's Chromebook initiative improves access for all students and has improved access for special education students across settings. Students readily have access to tools, web-based programs and apps to access instruction. Teachers are able to utilize technology to support instruction, plan lessons and to support standards based instruction. Students have access to features such as text to speech, screen enlargements, apps and extensions specific to their needs. These features allow differentiation as well as more immediate access for students. Students IEPs can be accessed securely and electronically to allow teachers immediate access to ensure student needs are met. Student IEPs outline student-specific needs for assistive technology and recommend devices, software, and tools to assist the student access instruction. Currently, Cassadaga Valley CSD, BOCES and IT staff assist students and teachers who trial and utilize various assistive technology tools, apps, extensions and devices to facility student access to instruction.

Te District provides and implements assistive technology specified on a student's Individualized Education Program (IEP). When an assistive technology device is not available, the District contracts with BOCES or purchases the needed assistive devices..

English Language Learners/ Multilingual Learners

The District utilizes technology to address the needs of English Language Learners (ELLs) by providing additional ways to access key content such as providing videos or other visuals to supplement verbal or written instruction of content. Text to speech and/or speech to text software is utilized to provide increased support for comprehension of written or verbal language. Learning games and other interactive software are used to supplement instruction.

Professional development will be offered to teachers or ELLs that will enable them to use technology to support writers in the elementary and secondary classrooms, reading strategies,for ELLs, electronic communication and collaboration, promote and model digital citizenship and responsibility.

Culturally-Responsive Instruction and Learning Environments

The District uses instructional technology to strengthen relationships and connections with families to assist in building a culturally responsive learning environment to enhance student learning. We develop and organize coherent and relevant units, lessons, and learning tasks that build upon students' cultural background and experiences. Instructional technology assists in varying teaching approaches to accommodate diverse learning styles and language proficiencies.

Administrative Management Plan

Staffing

District Technology Leadership	FTE: 1.00
Instructional Support	FTE: 1.00
Technical Support	FTE: 1.5

Investment Plan

The district's instructional technology plan addresses

Anticipated Item	Estimated Cost	One Time or Annual	Potential Funding Source
70' Flat Screen TV	$3,900	One-Time	Smart Schools Bond Act
MacBook	$24,000	One-Time	Smart Schools Bond Act
Windows 10 Laptops	$16,000	One-Time	Smart Schools Bond Act
Chromebooks	$5,500	One-Time	Smart Schools Bond Act
Chromebook Mgmt. License	$750	One-Time	Smart Schools Bond Act
Faculty Laptops	$83,700	One-Time	Smart Schools Bond Act
Chromebook Cart	$2,000	One-Time	Smart Schools Bond Act
Macbook Cart	$2,000	One-Time	Smart Schools Bond Act
Laptop Cart	$2,000	One-Time	Smart Schools Bond Act
Total	**$139,850**		

Website

https://www.cvcougars.org/Page/1

Security/Privacy

The district's Chief Information Officer is Marcy Sweetman

msweetman@cvcougars.org

(716)985-8581

Online Behavior / Cyberbullying

http://www.cvcougars.org/site/handlers/filedownload.ashx?moduleinstanceid=342&dataid=587&FileName=internet%20aup.pdf