

Chateaugay Central School Technology Plan 2006-2009

Technology Committee Members

Paul M. Harrica-----Superintendent
Dale L. Breault -----High School Principal/Technology Coordinator
Loretta D. Fowler-----Elementary Principal
Arlington Trombley -----Math Teacher
Cinde Pickering -----Library Media Specialist
Eric Sandvig-----Science Teacher
David Randall
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**Chateaugay Central School
Mission Statement**

The mission of Chateaugay Central School, in partnership with the community, is to provide a safe and supportive environment in which each student succeeds in reaching his or her potential as a lifelong learner.

Technology Mission Statement

Through the practice of integrating technology throughout the curriculum and instruction in specialized technology courses, all students at Chateaugay Central School will achieve the skills necessary to be technically literate in the rapidly changing technological setting of the 21st century. To that end, the district must furnish the necessary computer infrastructure, software, instructional capabilities, and support that will enable our graduates to have opportunities to develop their technology expertise.

Students will have daily access to technology-rich learning environment, within and outside their classrooms, in the school library media center, or from home when needed. Technology will also be used at Chateaugay Central School as one method in responding to the special learning needs of students including remedial, at-risk, handicapped and limited English-proficient and accelerated students.

Technology however is not an end in and of itself but one of the many tools used in the educational process at Chateaugay Central School. Technology cannot replace sound instructional practices and quality teachers.

Existing Technology

Computers

Chateaugay Central School currently has at least one Pentium class computer in each of its classrooms and offices. (*See attached inventory*) All of these machines are connected to the local network and file server as well as the Internet. All classrooms and offices include at least one printer as well. The printers vary widely in terms of makes and models. (*See attached inventory*) In addition, the district maintains three computer labs. The elementary CAI lab consists of 24 Pentium class machines linked to a common laser printer and the district's general network and CAI server. The CAI server provides software for individualized instructional support activities in ELA and math to the students. The high school lab currently contains 18 Pentium class machines linked to a common laser printer and the district's general network. The high school business room currently includes 15 Pentium class computers linked to a common laser printer and the district's general network. The high school library currently has a cluster of 5 Pentium class computers linked to the district's general network. The high school and elementary libraries also each contain 5 Pentium class computers maintained by BOCES library services. These computers are set up to provide online access to the OPALS system, an area-wide library media catalog, as well as other library-media databases.

Telecommunications

Chateaugay Central School currently employs a traditional PBX phone system throughout the building. Each room has an individual phone line and phone. The system is digital in the sense where it can be programmed to allow different access levels to different extensions.

Internet Access and Services

Chateaugay Central School currently has a traditional T-1 Internet access point for the entire district. The line is provided through Verizon and maintained through contract with NERIC.

Other Technologies

Chateaugay Central School currently utilizes 5 in-house and 3 remote servers. The in-house servers are the StarBase server, which controls the district's student management system. The file server is currently configured to enable all staff and students to have a safe and secure place to store documents. The CAI server contains the software and data to run the elementary ELA and math practice software. The district maintains an e-trust server, which provides Internet monitoring and filtering. The last server is the district's web server. The three remote servers are the OPALS server, which is maintained by BOCES and contains our library database. NERIC maintains the other two remote servers. The Cleartrack server houses our special ed. and AIS databases, and the finance manager server contains all of the district's payroll and purchasing data.

Other technologies available are 4 digital cameras, 4 LCD projectors, and 1 starboard system. The school auditorium currently houses a state of the art multi-media center which contains a 16 channel wireless microphone system, large LCD projector with an 18 foot screen, multiple audio and video inputs including VCR, DVD, CD, cassette, and VGA. Also included is a hard disk recording system and a state of the art lighting system.

Current Program Status

Chateaugay Central School currently offers formal computer classes through a 10-week rotation that every 7th and 8th grader takes. Those classes focus on technology literacy, which includes the teaching the basic care and use of a computer, what a computer can and cannot do, basic use of Microsoft Word, Power point, and Front Page, how to be Internet savvy, and responsible and safe Internet use.

The business department currently teaches high school typing classes in the computer lab setting using the industry standard, Microsoft Word.

Many teachers in grade 7-12 facilitate students in research, creating multimedia presentations, publishing written work and a variety of other content-specific, technology integration as a part of their classroom curricula. Students are routinely asked to submit work in a computerized format. Specifically, the English and social studies staff routinely checks student work for authenticity with “Turnitin.”

Several 7-12 staff members have become technology leaders in the building. The science department regularly uses streaming video to present short video clips relevant to their curricula. The science department along with two other teachers routinely presents guided notes through the use of PowerPoint.

The district’s elementary and high school libraries are both connected to the OPALS library catalog system. This fully digitized card catalog system allows the students to look for library materials both locally and on a regional basis through the interlibrary loan program. Once the students are trained on the OPALS system, they can access it anywhere since it is an Internet based system. The libraries also host several other online databases to assist students and staff in research endeavors.

In the elementary wing, the primary use of technology occurs in the CAI lab. The CAI lab contains student specific software whereby students continually hone their ELA and math skills. The CAI software is “artificial intelligence” based and thus tailors itself to the specific content and standard areas that each individual student needs to work on. This lab is used on a daily basis by almost all of the elementary classrooms. Many classroom teachers in the elementary classrooms also use numerous specific software titles to support instruction.

Chateaugay Central School has had a tremendous success in using the district’s web page for parental communication and general school information. Most 7-12 teachers routinely post daily homework assignments on the site. Even more impressive however has been the use of the website for “school community” activities. Anything that happens at CCS is posted on the website, usually with accompanying photos. By keeping the content fresh with enjoyable pictures, the visitation rate to the site has remained high, thus ensuring the visibility of important school information and announcements.

Chateaugay Central School recently invested in some high-end digital photography equipment, which facilitated the publication of its first all digital, all color yearbook. By investing in the photography equipment, the district also no longer has to hire a professional photographer for yearbook group shots and other special functions.

Finally, the district has completed its first full school year with a .40 FTE NERIC computer technician. (Covered by two different employees.) The technicians have been responsible for the day-to-day maintenance of the district’s servers and desktop machines, as well as assisting in technology planning.

Current Budget

Chateaugay Central School’s technology budget for the past four years is as follows.

Budget Code	Description	02-03 Expenses	03-04 Budget	04-05 Budget	05-06 Budget
2630 .220	CAI SA Hardware	28,500	15,000	20,000	7,500
2630 .450	Comp. Supplies	4,447	4,000	4,000	4,600
2630 .460	CAI SA Software	2,900	4,100	4,100	2,500
2630 .490	CAI BOCES Equipment	16,897	23,241	25,000	29,500
1680 .490	BOCES Data Processing	54,950	56,562	58,000	94,300
2610 .490	BOCES Library Media Services	25,879	24,559	25,000	16,700
F8	Title II D Funds	4,695	4,215	3,982	4,366

In addition to the above funds that are specifically earmarked for technology, Chateaugay Central School maintains a robust staff development budget with local and federal funds. Technology training is often an item that is funded through these sources.

Needs Assessment

The Chateaugay Central School Technology Committee met to discuss the current state of technology in the district as well as the vision and goals for the next three years. The main needs identified through this process were as follows.

- Supporting the current staff who are strong integrators of technology and increasing the number of teachers who are comfortably integrating new technologies in their classrooms while acquiring new technologies to further foster technology integration.
- Continuing to upgrade all hardware and software to maintain an up-to-date and relevant core of technology as funds allow.
- Increasing the technology literacy level of all district students.
- Granting the staff greater access to the student management system.
- Connecting the remote bus garage to the schools network.
- Reconfiguring existing clusters of computers to better suit the needs of students and classes.
- Exploring ways to increase the district's network speed and usability.
- Continuing to increase parental and student involvement through the use of technology.
- Supporting the district's effort to improve its food service program through the use of technology.
- Explore the possibility of improving the district's telecommunications system.

Objectives

Based on the needs outlined in the needs assessment process, the Chateaugay Central School Technology Committee outlined the following goals designed to meet those needs.

It must be noted that an appropriate amount of staff development will be essential to meeting these goals. The Chateaugay Central School Technology Committee has agreed to use the model of the Federal Title IID program whereby any money used to purchase new technology should be matched at a rate of 25% for appropriate staff development.

It must also be noted that the acquisition of new technology is highly dependant on funding. Like most schools in New York State, Chateaugay Central School has seen dramatic cuts in its state funding over the past four years. Technology funding is at its lowest point in the same amount of years. While the pendulum seems to finally be swinging back, many of the following goals will be highly dependant on the amount of funds available and may be modified as the funding necessitates.

Technology Goals

	Year 1 2006- 2007	Year 2 2007- 2008	Year 3 2008- 2009
1. Identify teachers in the building who are currently integrating technology successfully in their subject area. Plan for staff development using these identified teachers as in-house mentors. Follow up with outside staff development as needed. Target only the amount of teachers, which can be supported in terms of hardware and software purchases.	X	X	X
2. Upgrade as many desktop computers as financially possible ensuring that they meet the minimum requirements of having Windows XP pro. Chateaugay used to use the 20% per year benchmark in terms of computer replacement. Recent budget constraints however have made a 10% per year schedule more realistic.	X	X	X
3. Plan with teachers the next generation of word processor/office suite software. CCS currently uses Microsoft Office 2000, which is quickly becoming outdated. Hold staff forums to determine next desired “office suite”, which will meet the needs of staff and students.	X		
4. Budget for new “office suite.”	X		
5. Roll out new “office suite” with staff development. Provide ongoing training.		X	X
6. Add 10-week computer rotation to the 6 th grade curriculum. The course will be an early extension of the 7 th and 8 th grade computer rotation, which focuses on technology literacy, safe Internet use, typing, and plagiarism.	X	X	X
7. Evaluate success of 6 th grade rotation and explore methods of adding technology education to lower elementary grades.			X
8. Explore the feasibility of converting from our in-house client-server version of StarBase to the web-enabled version. By making the change, all staff would have access to the SIS thus allowing CCS to use many more of the built-in modules such as gradebook, attendance, and discipline.	X		
9. Roll out the web enabled SIS. Train staff.		X	
10. Continue to provide support to the staff on the SIS.			X
11. Explore the feasibility of a wireless network bridge to the remote bus garage. This is needed due to the fact that all bus manuals and computer module upgrades are now “online only” items. This will also allow the district to communicate with the transportation supervisor through email.	X		
12. Budget for wireless bridge to bus garage.	X		
13. Roll out wireless bridge for bus garage and provide support. Provide ongoing support.		X	X

	Year 1 2006- 2007	Year 2 2007- 2008	Year 3 2008- 2009
14. Move 10 of the existing computers from the Business lab to the high school computer lab. This will allow the HS lab to host entire classes at once, thus allowing more use of the lab by teachers who wish to do so. It will also allow for the scheduling of typing classes in the HS lab and will allow for the business teacher the space to teach all non-computer related classes in his own room.	X		
15. Move older Dell GX1 and GX 110 computers that are being replaced by newer machines into clusters in resource rooms, AIS rooms, and common study hall areas. While these machines are older, they are still acceptable for word processing. Network switches will be used so that a minimum amount of new network wiring needs to be done.	X	X	X
16. Continue to advocate for the school in the area efforts to bring fiber-optic lines to the area. The district's bandwidth is currently maxing out at several times throughout the day, which is hindering progress in terms of technology.	X	X	X
17. Install digital signage in key locations throughout the building. Purchase the server with federal funds. Contract with Coke for the LCD monitors. The signage will be used to communicate better with students in a medium much more familiar to the students. The cafeteria will also have access, thus allowing them more direct and immediate communication with the student body.	X		
18. Continue the strong use of the district's website to promote parental involvement. Increase the use of the website by teachers to post assignments and major projects.	X	X	X
19. Install computerized POS system in the cafeteria. Train staff and students in the use of the system. The system will allow faster serving lines and tracking of student accounts and purchasing, thus increasing information available to parents about their children's eating habits and information for tracking nutrition information.	X		
20. Continue support and training for the POS system.		X	X
21. Investigate the effectiveness of current telecommunications system with a team of stakeholders. Look at options for upgrades.	X		
22. If desired and financially feasible, budget for new telecommunications system.		X	
23. Roll out new telecommunications system with training and support. (If desired)			X
24. Look at current infrastructure, evaluate, and plan for upgrades in switches, hubs, and wiring.	X		
25. Make appropriate infrastructure upgrades as needed.		X	X

Projected Budget

Budget Code	Description	06-07 Expenses	07-08 Budget	08-09 Budget
2630 .220	CAI SA Hardware	7,500	7,500	7,500
2630 .450	Comp. Supplies	4,600	5,000	5,000
2630 .460	CAI SA Software	2,500	2,500	2,500
2630 .490	CAI BOCES Equipment	16,600	18,000	18,000
1680 .490	BOCES Data Processing	84,650	90,000	95,000
2610.490	NERIC Technician .40 FTE	28,050	30,000	32,000
2610 .490	BOCES Library Media Services	18,610	20,000	20,000
F8	Title II D Funds	1,500	1,000	1,000

Evaluation of Program

A multifaceted approach will be taken to assessing technology use and integration within the Chateaugay Central School District. Four key areas will be evaluated to assist the Technology Planning Committee in making further decisions.

1. Hardware/software
2. Integration and Use
3. Educational Benefit
4. Professional Development

Hardware/Software

- Does the current system for acquisition meet the needs of staff and administration?
- Are current hardware standards sufficient for expandability?
- Is the current replacement cycle of five (5) years meeting technology needs?
- What improvements need to be made?

Integration and Use

- Have our outcomes and goals for students changed?
- Are we aligned with all New York State initiatives?
- What are staffing issues relating to technology?
- What are Program Administrators concerns of issues with technology?

Educational Benefit

- Are students gaining educationally as a result of technology?
- What new resources are needed?
- Has Technology impacted student output?
- Are teachers using technology effectively in their classrooms?

Professional Development

- Are the needs of the staff being met?
- Is time allotted for individual attention?
- Is advantage being taken of offerings?
- What planning and resources are needed for future professional development?