

Instructional Technology Plan - Annually - 2016

LEA Information

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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	555	18	135	101	130	162	9

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

Travis Hoover

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

Superintendent

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Instructional Technology Vision and Goals

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B. Instructional Technology Vision and Goals

1. Please provide the district mission statement.

LaFargeville Central School will serve as the center of education for all community members, providing each student the opportunity to achieve their potential.

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

In order for LaFargeville Central to prepare its students for our rapidly changing world, the district must incorporate technology that emphasizes the 21st century skills they will need to be productive members of our global community. Through collaboration, problem solving, creativity and student-centered learning, it is our belief that we can elevate student achievement; but with the use of technology to enhance instruction and the learning process, achievement can be brought to the higher level that is demanded of us by the global economy.

Access to the latest technologies allows our district to expose our students to the productive technologies that will allow them to be better individual learners and global citizens, while at the same time increasing educational communication between students, teachers and parents in a way that expands the classroom beyond the walls of our building.

As the world and technology continue to converge, our district’s technology plan sets goals that allow for our students and staff to keep up with the increased pace of this convergence. The plan establishes the importance of enhancing our infrastructure in order to amplify mobile learning, and it puts an emphasis on achieving a 1:1 student to device ratio. These goals will assist our district as it aims to increase learning in classrooms and integrate technology throughout our building, so as to improve teaching and learning.

The plan stresses the importance of professional development for teachers and staff as the key to efficient and proper implementation of technological changes in the district. Professional development will be essential for our district to meet its goal of exposing students to diverse learning and teaching styles through technology, and preparing students for our ever-changing technological world.

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.

Date	Purpose	Participants	Outcome
5/16	Discuss Tech Survey questions with members of the Technology Committee	Technology Committee	<ul style="list-style-type: none"> Created a Google Doc with tech survey questions Delegated sections of the survey to members of the committee to complete
6/16	Review tech survey input with a Model Schools Coordinator from MORIC	Technology Committee	<ul style="list-style-type: none"> Gathered all the feedback from the model schools coordinator on our survey input Came up with ideas to revise certain sections of the survey
6/16	Review revised survey input	Technology Committee	<ul style="list-style-type: none"> Finalized all sections of tech survey

4. Please provide the source(s) of any gap between the current level of technology and the district's stated vision and goals.

- Access Points
- Cabling
- Connectivity
- Device Gap
- Network
- Professional Development
- Staffing
- Other
- No Gap Present

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5. **Based upon your answer to question four, what are the top three reasons causing the gap? If you chose "No Gap Present" in question four, please enter N/A.**

Network

Professional Development

Staffing

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Instructional Technology & Infrastructure Inventory

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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?

Mohawk Regional Information Center

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"> <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
Maximum Capacity	<ul style="list-style-type: none"> <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

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.

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Instructional Technology & Infrastructure Inventory

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	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 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
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	1	<input type="checkbox"/> Mbps <input checked="" type="checkbox"/> Gbps
Maximum Capacity of Switches	10	<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?

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Instructional Technology & Infrastructure Inventory

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	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)	23	23
Laptops/Virtual Machine (VM)	144	144
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	0	0
Tablets less than nine (9) inches without access to an external keyboard	0	0
Tablets nine (9) inches or greater without access to an external keyboard	273	273
Totals:	440	440

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)?

51

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 devices such as tablets and laptops for the Special Education department to increase the device to student ratio. Interactive whiteboards to increase student participation / interaction with lessons/topics being taught. Speech-to-text and text-to-speech software, tablet apps, and web-based software to enhance students productivity and learning. This will help with differentiating instruction and support student IEP objectives and goals. Professional development will be provided for all teachers on any new technology or software added to their classrooms.

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

	Number of devices in use
Document Cameras	9
Flat Panel Displays	5
Interactive Projectors	0
Interactive Whiteboards	17
Multi-function Printers	4
Projectors	17
Scanners	0
Other Peripherals	14
Totals:	66

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

14 - Apple TV's

15. Does your district have an asset inventory tagging system for district-owned equipment?

Yes

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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?

Not Applicable

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

18a. Please provide details if response to Question 18 was Other.

None

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Software and IT Support

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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	Yes
Mac OS 10 or later	Yes
Windows XP	No
Windows 7.0	Yes
Windows 8.0 or greater	No
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	Yes
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.**

Schoology

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

Google
Schoology
Castle Learning
Tumblebooks

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Software and IT Support

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

Gale Virtual Reference Library (provided by Jeff-Lewis SLS) , Grolier Encyclopeida Collection (provided by NOVEL), World Book Children's Edition, PebbleGo

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.

Title	Number of Current FTEs
Technology Coordinator	0.50
	0.50

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Curriculum and Instruction

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E. Curriculum and Instruction

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

To keep pace with ever changing technological advances Lafargeville Central School intends to expand our 1:1 device initiative to allow for greater student teacher collaboration through Schoology, our online learning management system. Use of a blended learning model accommodates the diverse needs of all students. Our district's use of technology creates a learning environment where students are motivated and engaged allowing each student to achieve their own personal best.

Schoology allows teachers to see instantly where student strengths and weaknesses lie. Lesson content, including documents, links and videos are made available to students and assignments are submitted through the system's drop box. Quizzes and assignments are graded electronically so teachers see instantly who is ready to move on and who needs individualized instruction. Expansion of Schoology will allow teachers to spend more time meeting the individual needs of students.

With growth of our 1:1 device initiative, students are provided the tools needed to become 21st century learners. Core lessons can be delivered by our staff and made available to students online or saved to their device. This allows students to have access to lessons at home while class time is devoted to exercises, projects, or in depth discussions and affords students the opportunity to learn at their own pace through the use of online activities, quizzes or educational applications.

Our district's plan to expand our use of technology will increase student learning, reduce costs associated with teaching materials and allow for optimized use of the limited teacher-student time.

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 district's instructional technology plan will address the needs of students with disabilities to ensure equitable access through the use of text-to-speech and speech-to-text software, audio books, magazines and newspapers, software that rewrites nonfiction articles at student's lexile level, implementation of a platform to increase built-in-audio and interactive ebooks, enhance and differentiate learning content through a variety of iPad applications.

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.

When stated on their IEPs, students are provided technology to use on a daily basis. For example, we have two visually impaired students who both have an iPad that are used for both speech to text and text to speech, access to all of their teachers' content that has been available digitally, and enlargement of text through the use of the iPad. Students are provided equipment to take notes in class and have the ability to submit work digitally through our LMS. To increase efficiency during the CSE process, we are looking to provide a digital presence that will allow, at the minimum, projection of the student's IEP during CSE committee meetings so that all team members, parents and students can see the IEP as it is being created and edited. Through this approach we will be able to move away from paper copies as we will be creating and correcting the documents in real-time.

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

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Professional Development

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F. Professional Development

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Professional Development

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1. 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.

Date	Purpose	Participants	Outcome
Summer 2015	<ul style="list-style-type: none"> • Training for new 1:1 teachers • Summer Computer Camp 	<ul style="list-style-type: none"> • 6th Grade • All District Staff 	<ul style="list-style-type: none"> • Upload content to our LMS, exploring apps for using in instructional and student learning , and creating classroom workflow in a 1:1 setting • Enhance the use of our LMS at all grade levels, increase the use of technology in the classrooms for 21st century learning, • Enhance the use of all of our instructional technology tools , introducing Google apps, and learning the use of our new VoIP system.
Fall/Winter/Spring 2015-16	<ul style="list-style-type: none"> • Superintendent • Model School integration days 	<ul style="list-style-type: none"> • All District Staff • K-12 Teachers 	<ul style="list-style-type: none"> • Continue to provide support for the teachers in conjunction with our learning initiatives
Summer 2016	<ul style="list-style-type: none"> • Summer Technology Camp 	<ul style="list-style-type: none"> • All district staff 	<ul style="list-style-type: none"> • Expand our google apps use • Enhance the use of our LMS district wide to be used for committees and sports teams • Expand our 1:1 program into the middle school
Fall/Winter/Spring 2016-17	<ul style="list-style-type: none"> • Superintendent • Model School integration days 	<ul style="list-style-type: none"> • All District Staff • K-12 Teachers 	<ul style="list-style-type: none"> • Enhance the use of all of our instructional technology tools. Provide training to Special Education teachers on new software used for students with disabilities • Continue to provide support for the teachers in conjunction with our learning initiatives
Summer 2017	<ul style="list-style-type: none"> • Summer Technology Camp 	<ul style="list-style-type: none"> • All district staff 	<ul style="list-style-type: none"> • Expand our 1:1 classrooms into high school. Continue training and enhancements on our LMS. Train staff on any new software/hardware used in the classrooms.
Fall/Winter/Spring 2017-18	<ul style="list-style-type: none"> • Superintendent • Model School integration days 	<ul style="list-style-type: none"> • All District Staff • K-12 Teachers 	<ul style="list-style-type: none"> • Train staff on any new instructional technology implemented for the school year. • Continue to provide support for the teachers in conjunction with our learning initiatives

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Professional Development

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2. 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
Technology Coordinator	0.50
	0.50

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Technology Investment Plan

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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.**

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Technology Investment Plan

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	Anticipated Item or Service	Estimated Cost	Is Cost One-time, Annual or Both?	Funding Sources May choose more than one source
1	Wi-Fi	40,000	One Time	<input 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 checked="" type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
2.	Servers	25,000	One Time	<input 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 checked="" type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
3.	Switches	20,000	One Time	<input 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 checked="" type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
4.	VOIP	25,000	One Time	<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 checked="" type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
5.	Professional Development	5,000	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
Totals:	0	115,000	0	0

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Technology Investment Plan

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

(No Response)

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Status of Technology Initiatives and Community Involvement

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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.

Through our iPad 1:1 Initiative we're able to give students the opportunity to continue learning after school hours by allowing students to take their 1:1 devices home. We are also using a LMS that extends the opportunity for students, parents, and teacher to communicate and gain access to classroom content outside the school day. We are going to partner with our one public library for access to a wireless network, so students and community have a place within the district to gain access to the Internet. We will extend our school library and computer lab hours for student access after school hours.

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.

N/A

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Instructional Technology Plan Implementation

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I. Instructional Technology Plan Implementation

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.

Date	Action	Desired Outcome
Summer 2016	<ul style="list-style-type: none"> • Install new core switch • Upgrade wireless infrastructure • Expand VoIP phones into 12 month staffs offices and install IP speakers for hallways and large common areas • Install additional POE switches • Install new UPS's • Setup devices for middle school 1:1 rollout 	<ul style="list-style-type: none"> • Replace out-dated existing core switch • Expand wireless capabilities for additional 1:1 devices and future BYOD • Complete the VoIP project using IP phones and IP speakers for our PA and bell scheduling system • Updating all data closet switches • Provide backup power to switches when there is a power outage that will keep our VoIP system up and running • Continue our 1:1 into middle school classrooms
Fall / Winter / Spring 2016-17	<ul style="list-style-type: none"> • Maintain new network infrastructure hardware and software • Roll out middle school 1:1 devices • Pilot 1:1 environment at the high school level and experimenting BYOD • Develop BYOD policy and procedures 	<ul style="list-style-type: none"> • Optimize our internal and external network connections for all devices. • Implement 1:1 classroom in the middle school • Prepare high school staff for 1:1 classrooms as well as test our network for a future BYOD • Establish the culture of BYOD for the district
Summer 2017	<ul style="list-style-type: none"> • Install new fiber cabling around district • Replacing Host Servers and storage unit • Installing door access controls on all building entry • Replacing and installing additional IP cameras • Setting up devices for high school 1:1 	<ul style="list-style-type: none"> • Update fiber to prepare for future bandwidth speeds • Continue reliable virtual server infrastructure • Secure the building entranceway and monitor guest access • Provide security with video surveillance • Continue 1:1 into high school classrooms
Fall / Winter / Spring 2017-18	<ul style="list-style-type: none"> • Maintain new network infrastructure hardware and software • Roll out devices for 1:1 and BYOD for high school students. 	<ul style="list-style-type: none"> • Optimize network connections for all devices. • Implement 1:1 classrooms at the high school level. Continue with 1:1 initiative and start BYOD initiative

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Monitoring and Evaluation

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J. Monitoring and Evaluation

- 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	Purpose	Participants	Outcome
Fall 2016	Discuss the types of forms and other tools for teacher feedback	Technology Committee	Create ways to gather information from staff on instructional technology used in the classrooms
Winter 2016	Distribute forms to district staff and any other tools to gather information	Technology Committee	Start gathering and analyzing information from feedback forms and other tools
Spring 2017	Analyze and prioritize from the information received from forms	Technology Committee	Develop ideas from feedback and create implementation stages following the instructional technology plan
Repeat the 3 steps above for 2017-18 school year			

- Please fill in all information for the policies listed below.**

	URL	Year Policy Adopted
Acceptable Use Policy -- AUP	http://www.lafargevillecsd.org/Page/115	2009
Internet Safety/Cyberbullying*	http://www.lafargevillecsd.org/Page/115	2009
Parents' Bill of Rights for Data Privacy and Security	http://www.lafargevillecsd.org/Page/62	2014

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Survey Feedback

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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)

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Appendices

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Appendices

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

(No Response)