THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

OFFICE OF CURRICULUM AND INSTRUCTION AND FIELD SUPPORT
Teh-yuan Wan, State Coordinator for E-Rate Program
89 WASHINGTON AVE., ROOM 319 EB
ALBANY, NEW YORK 12234
(518) 474-5461; FAX: (518) 402-5114

July 8, 2013

Mr. Keith Baisley
New Paltz Central School District
196 Main Street
New Paltz, NY 12561

Re: Certification of Technology Plan Review/Approval
        New Paltz Central School District
        Plan Approval Expires 6/30/2016
        Pursuant to the requirements of the FCC's E-rate program under the Schools and Libraries
        Universal Service Support Mechanism

Dear Mr. Baisley:

Thank you for providing a copy of your institution's technology plan for review pursuant to the requirements of the Schools and Libraries Universal Service Support Mechanism (commonly known as "E-rate") program.

The technology plan you provided appears to include all the basic planning components required under the E-rate program as set forth by the Federal Communications Commission (FCC). As such, you may consider receipt of this letter as confirmation that your technology plan has been approved by an "authorized organization" as required. This certification applies only to the approval of this technology planning document for purposes of your E-rate application.

Although the basic structure of your technology plan has been approved, please be reminded that E-rate rules require a level of consistency between technology plans and E-rate funding requests that was not subject to review under our approval process.

Best wishes for successful approval of your application for E-rate discounts.

Sincerely,

Teh-yuan Wan, Ph.D.
State E-Rate Program Coordinator

c: School District
        RIC Plan Approval

Educational Technology Plan

Requirements Checklist

<table>
<tr>
<td rowspan="7">Applicant</td>
<td colspan="4">Legal Name of Applicant/District
New Paltz Central School District</td>
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<tr>
<td colspan="5">Address
196 Main St.</td>
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<tr>
<td colspan="2">City
New Paltz</td>
<td>Zip Code
12561</td>
<td colspan="2">County
Ulster</td>
</tr>
<tr>
<td colspan="3">Telephone
(845) 256-4000</td>
<td colspan="2">Fax
(845) 256-4025</td>
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<tr>
<td colspan="2">Superintendent
Maria Rice</td>
<td colspan="3">School District
New Paltz Central School District</td>
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<tr>
<td colspan="2">Technology Plan Start Date
July 2013</td>
<td colspan="3">Technology Plan End Date
June 2016</td>
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<tr>
<td rowspan="4">Technology Plan Contact</td>
<td colspan="3">Name of Technology Plan Contact
Keith Baisley</td>
<td>Official Title
Technology Programs Specialist</td>
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<tr>
<td colspan="4">Address
196 Main St.</td>
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<td colspan="3">City
New Paltz</td>
<td>Zip Code
12561</td>
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<td>Telephone
(845) 256-4066</td>
<td>Fax
N/A</td>
<td colspan="2">Email Address
kbaisley@newpaltz.k12.ny.us</td>
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<tr>
<td rowspan="4">Check if the same as the Contact
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Technology Director</td>
<td colspan="3">Name of Technology Director</td>
<td>Official Title</td>
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<td colspan="3">City</td>
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URL of the District Educational Technology Plan: http://www.newpaltz.k12.ny.us/Page/5856_____

**Submit this form with your technology plan to your local BOCES
by <u>April 1, 2013</u>**

BOCES will review each district's technology plan for consistency with Priority Two E-Rate requirements. Please identify the page numbers of the technology plan on which these requirements may be found. Following review and approval, your district will be sent an approval letter.

	Federal & State Legislation	E-Rate: Priority Two	Page(s)
COVER PAGE			
Cover page with basic identification items.			
INTRODUCTORY MATERIAL			
An introductory section is needed to provide reviewers and other readers with background information and plan context.			
VISION AND GOALS			
List broad general district goals in this section. A vision and goals section is required to provide clarity for the overall direction of the technology program. Detailed goals may appear as part of other required sections.			
I. CURRICULUM AND INSTRUCTION			
A. Goals and strategies, aligned with State and National standards, for using telecommunications and technology to improve teaching and learning	X	X	
B. Strategies that are based in research and that integrate technology into curricula and instruction for purposes of improving student academic achievement and a timeline for this integration	X		
C. Strategies for the delivery of specialized or rigorous courses and curricula through the use of technology, including distance learning technologies	X		
D. Strategies to promote parental involvement and to increase communication with parents, including a description of how parents will be informed of the technology to be used with students	X		
E. Strategies for developing the program, where applicable, in collaboration with adult literacy service providers and public libraries	X		
F. Age appropriate Internet Safety curriculum and strategies for delivering	X		
II. PROFESSIONAL DEVELOPMENT			
G. 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 or library services	X	X	
H. Strategies and supporting resources such as services, software, other electronically delivered learning materials and print resources that will be acquired to ensure successful and effective uses of technology	X	X	
III. INFRASTRUCTURE, HARDWARE, TECHNICAL SUPPORT AND SOFTWARE			
I. Strategies to identify the need for telecommunication services, hardware, software and other services to improve education or library services, and strategies to determine interoperability among the components of technologies to be acquired	X	X	
▪ Inventory		X	
J. Strategies to increase access to technology for all students and all teachers	X		
IV. FUNDING AND BUDGET			
K. Timeline and budget covering the acquisition, implementation, interoperability provisions, maintenance and professional development related to the use of technology to improve student academic achievement including support resources, such as services, software, print resources, and digital curricula	X		
L. Strategies that will be employed to coordinate available state and local resources to implement activities and acquisitions prescribed in the technology plan	X		
V. MONITORING AND EVALUATION			
M. Strategies that the district will use to evaluate the extent to which activities are effective in integrating technology into curricula and instruction, increasing the ability of teachers to teach, and enabling students to reach State and National standards	X	X	
N. Strategies are in place to develop and monitor district's policy's for faculty, staff and student use of the technologies including Acceptable Use Policy	X	X	

New Paltz Central School District Technology Plan 2013-2016

Mission Statement
The New Paltz Central School District exists for the children of the community. The focus of its programs and activities is the commitment to measured excellence and continuous growth and development for all.

Our Guiding Principles:
1. To maintain a focus on learning and success for all.

2. To create a cohesive and inclusive culture PK-12, across buildings and departments.

3. To empower and create success for disengaged and disenfranchised students.

CURRENT TECHNOLOGY PLAN PERIOD:

This plan will adapt and evolve from what we have established in our 2010-2013 Technology Plan and provides goals for New Paltz Central School District from July 2013 through June 2016.

GOALS AND STRATEGIES:

Technology Vision Statement:

> *Our goal is to provide technology that is reliable, equitable, and affordable in order to enhance teaching and learning.*

We will continue to build on this goal over the next three years by purchasing new computers and mobile technologies as we strive to develop college and career prepared students. We are also committed to improving our wireless infrastructure to become PARCC compliant for 2014-2015.

For our Technology Plan to be effectively implemented, the Technology Department will work closely with Curriculum and Instruction to support their needs. Curriculum and Instruction and our Common Core State Standards will help determine future technology purchases and initiatives. We will maintain our focus on working to support and advance the goals of our School District. The Technology Department will also closely follow the ISTE NET standards for learning, leading, and teaching to develop strategies for technology integration.

INTERNAL CONNECTIONS AND BASIC MAINTENANCE:

Computers:

Computers, in our district, are broken down into three separate groups: Critical computers, Lab computers, and Student computers.

Critical computers refer to the machines that will be used by teachers, staff, and IEP students, as well as the computers in the high school teaching labs (rooms 119 and 210). These computers need to be powerful machines, possessing at least a Dual Core processor with 4GB RAM and a Windows 7 operating system. Our lab computers will be functional machines with a Core 2 processor with 2GB RAM, also equipped with a Windows 7 OS. For our student computers, we will use thin clients as opposed to a traditional computer. Thin clients have no hard drive and are less expensive and more energy efficient.

We will continue to stay up-to-date with our computers. Our critical machines will be covered under a 5 year replacement cycle. Our lab computers will be repurposed or purchased off-lease, but will continue to be repaired as needed. Because our student computers are thin clients, they are much easier to maintain while also using less energy than a normal computer.

Moving towards the 2014-2015 school year, we will need to continue preparing for the PARCC online assessments. The device specifications for the PARCC assessments can be found in this document and these requirements will be taken into account before any technology device-related purchase. We will prepare for these assessments by making sure the computers are PARCC-ready and they are located in a lab environment (or mobile technology). We also plan for these computers to be less than 5 years old and in good repair. We will be preparing for an entire grade to use these computers at one time, our largest grade as of 2012-2013 has 201 students.

Replacement Schedule for New Computers:

Year	Building(s)	Room or Type	New/Thin Clients/Laptops
2015/2016	*DZ* *District Office*	*DZ Teachers& Staff* *DO Staff*	*90*
2014/2015	*LN* *HS* *PARCC**	*LN Teachers & Staff* *HS 119* *~~Classroom Thin Clients~~* *Laptops*	*80/~~60~~/90*
2013/2014	**MS** **HS** **~~LN~~** **PARCC***	**MS Teaching & Staff** **HS 210 (AutoCAD)** **~~Classroom Thin Clients~~** **Laptops**	**86/~~60~~/30**
2012/2013	HS MS, LN, DZ MS	HS Teachers/Staff Special Ed Classroom Thin Clients	80/70/10
2011/2012	HS MS HS Facilities DZ	Special Ed MS Teachers (Used) HS 210 (AutoCAD) Staff Classroom Thin Clients	70/50/10
2010/2011	HS HS District Office	HS 119 (Video lab) Classroom Thin Clients DO Staff	60/50
2009/2010	DZ LN	Teachers Teachers	90
2008/2009	HS	HS Teachers (Used)	50
Pre-2008	All	Special Ed	50
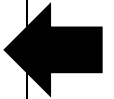
Computers that are replaced above will be converted to thin clients.

*Refers to the computers that will be purchased in order to provide sufficient devices for online assessments in 2014-2015. These PARCC assessments require more computers in Lenape than we currently have.

	Last Replaced	Location Bldg	Room	# of Computers Student	Teacher	
Teaching Machines (One per classroom)	2008 *	HS			50	
	2011 *	MS			45	
	2010	LN			40	
	2010	DZ			35	
				.		
Teaching Labs	2010	HS	119	26	2	
	2011	HS	210	26	1	
Special Ed Computers	2006	DZ		6		
	2006	LN		12		
	2006	MS		16		
	2006	HS		18		
Admin/Staff Computers		DO		16		
		Laptops		15		
		Fac/Tran		8		
		Tech/Sysop		10		
		HS		15		
		MS		15		
		LN		8		
		DZ		8		
			TOTAL CRITICAL COMPUTERS			**372**
Classrooms w/1-to-1 Computers	2010	HS	103	24		
	2010	HS	206	24		
	2009	HS	214	20	1	
	Pre-2006	**HS**	**101**	**28**		
	Pre-2006	HS	104	24		
	2006	MS	Tech	28	1	
	2009	MS	41	28	1	
Shared Labs		HS	Teacher	8		
	2011	HS	Lib	12		
		MS	**Lib**	14		
	2006	MS	Teacher	4		
	2011 *	MS	40	30	1	
	Pre-2006	**LN**	**Lib**	8		
	2006	LN	212	24	1	
	Pre-2006	**LN**	**214**	24	1	
	2007	**DZ**	**Lib**	18		
Laptop Carts		HS	214			
		HS	Lib #1	6		
		HS	Lib #2	6		
		HS	201	10		
		HS	Cart5	20		
		HS	212	7		
	2007	MS	Cart1	18		
		MS	Cart4	10		
		SpEd	Netbook	20		
			TOTAL LAB COMPUTERS			**528**
Classroom Computers		HS		80		
* Numbers Approx.		HS	Dept.		15	
		MS		50		
		LN		100		
		DZ		50		
			TOTAL Computers in Classrooms			**455**

Peripherals: Printers, Projectors, Smart boards, Document Cameras, etc.
It is our goal to make sure that:

- Every classroom has a projection device, whether it is an interactive whiteboard with integrated projection unit, a standalone projection unit, or a television.
- Every classroom and teacher will have access to a printer. We would like to reduce the amount of printers throughout the district over the next three years because of the high cost of toner and maintenance. However, every classroom will maintain access of a printer, either in the classroom or within walking distance.
- Every library has reliable, high-speed, duplex color and monochrome printers.
- Every computer lab has a reliable, high-speed duplex monochrome printer.
- Every staff member has access to both color and monochrome printers in their office.

The servers in our district are consolidated, virtualized, and replaced on a seven year cycle. Our critical infrastructure (switches) will also be replaced on a seven year cycle. Our storage server will be configured to support redundancy and fail-over.

Wireless
All of our buildings have wireless connectivity. The basic wireless infrastructure has been completed; it is centrally controlled and provides campus-wide coverage. To prepare our mobile technology for the PARCC assessments we will have to install additional access points to support an increased amount of devices in classrooms.

We plan on continuing to establish Bring Your Own Device (BYOD) policies for our teachers and students. It's vital for us to have a strong acceptable use agreement that is signed by all participants before adopting a BYOD approach. We will research best practices and previous implementation plans as we develop our policies.

We completed the installation of 90 access points by the beginning of start of school 2012. We installed additional access points in areas that were not included in the initial installation, such as Facilities, Transportation and Receiving.

- *Special Ed netbook project at the Middle School:* This included distributing 12 wireless netbooks and attaching them to our wireless network. They are configured for single sign-on, where students enter their user I.D. and password once. This allows them access to their files when they leave the school building at the end of the day. This new wireless system enables students to seamlessly access network resources while roaming from classroom to classroom.

- *Physical Education department update:* The Physical ED teachers have all been assigned laptops. The High School Gym Presentation cart has a new wireless adapter in the computer. The cart can now be moved to any part of the gym for presentations or the morning announcements.

- *Project Based Learning*: There are 25 netbooks that are used in conjunction with project based learning activities at the High School. The cart resides in the Library and is signed out as needed. Teachers are using the netbook cart on a regular basis as part their classes. The wireless network provides them with a reliable access method to network resources.

Included in the original wireless proposal from Aruba Wireless was a more advance wireless network management tool called Airwave. Instead of managing ports and devices, AirWave allows us to employ a user-centric approach, identifying who is on the network, where they are accessing the network, the mobile devices they're using, and how much bandwidth is being consumed by specific devices.

AirWave provides visibility into everything that affects service quality – Wi-Fi coverage; access points (APs), controllers and the wired network. It also offers tools to improve operations and manage RF security, including user location and mapping, real-time monitoring, proactive alerts, historical reporting, and efficient troubleshooting.

Our wireless plan consists of three phases:

PHASE ONE:
New Paltz Owned devices were attached to our network using Pre-Shared Key (Secret Password).

PHASE TWO:
Implement a BYOD approach allowing authenticated user access to NPCSD network, files, printers, etc.

PHASE THREE:
Allow common access to network by dissimilar devices (i.e. Stoneware, Grouplogic)

PROFESSIONAL DEVELOPMENT:

Professional development is an essential component of our technology plan. We aim to support teachers in applying 21st Century Learning by providing professional development for technology integration in the classroom. Technology implementation means nothing without technology-rich professional development. Staff and faculty will be presented with the opportunity and encouraged to attend instructional workshops and hardware/software training at their convenience.

The following will serve as guiding principles for District technology staff development:

• Ultimate goals for student learning must lead the way. Technology should be considered a "tool kit" that helps educators reach those goals - not an end in itself.

• Staff development must engage teachers in ongoing conversation and reflection about their practice and their students. Technology staff development must include discussion of how technology will change curriculum, assessment, classroom organization, and instructional practice.

• Learning opportunities for teachers, like those for students, need to be authentic and collaborative. Staff development should assist teachers in developing units, lessons, or technology-based projects.

• Teachers must have access to information technology tools. Consistent availability is essential if teachers are to have opportunities to practice, explore, and try out the projects they have designed.

• Use technology to broaden and expand opportunities for professional development (i.e. Massive Open Online Courses, Webinars, etc.).

• Provide time - for workshops, collaborative design, discussion, exploration, and practice - and recognize that technology staff development is an ongoing activity, not a single event.

• Continuously evaluate and improve all staff development plans.

These guiding principles call for:

- Development of District and Building professional development plans which should reflect the ISTE NET standards for students, teachers, and [technology] coaches. These plans will focus on developing teachers who understand how, when, and why to use technology to support learning. These professional development plans will also offer different options to cater to the participant's specific learning styles.

- Time and funds to be allocated for increased professional development.

- The development of policies and procedures that validate the use of technology in the classroom and ensure accountability.

- Including technological proficiencies in the hiring criteria for all professional positions at New Paltz Central School District.

- A commitment to remain current with new professional development strategies and teaching methods.

- The development of a needs analysis report for professional development. This report will help us decide on new hardware/software acquisitions through self-assessment and reflection.

Professional Development opportunities will be provided to teachers/staff both on-site and off-site/on-line, whichever is more appropriate and expedient. Our teachers will be given options before scheduling technology training dates.

As a District, we will continuously review policies and practices to ensure that they are up to date and are helping to advance our District in the 21st Century. We will also be exploring Social Media opportunities (i.e. NP Facebook page, blogging, etc.) over the next three years. Before creating a social media presence, we will closely analyze and review:

- How other districts are using social media sites.

- The development of policies for acceptable use and strategies for our District.

MONITORING AND EVALUATION:

The administration and evaluation of the District Technology Plan must occur on multiple levels. At minimum, evaluation must address the following:

• Was the Technology Plan implemented?
• Have the expected results on student learning, teaching and administrative processes been achieved?

This Technology Plan will continue to evolve through the help of a District Leadership Technology Team (DLTT) that is comprised of administrators, teachers, and technology staff (including the Technology Programs Specialist, technicians, and SysOps) that are committed to the advancement of technology for New Paltz Central School District. This committee will work with Building Level Technology Teams (BLTT) to monitor and determine:
1. The degree of effectiveness of the instructional technologies currently in place.
2. Recommendations for future use of all instructional resources and technologies.
3. The degree of coherence and alignment between the provided technology and the curriculum.
4. The costs and resources to instruct all faculty and staff to use the technology appropriately and effectively to assure enhanced student learning.

The District Level Technology Team will also complete, on an annual basis, a Technology Plan Implementation Checklist. The DLTT will use data and information gathered from the Technology Department and the Building Level Technology Teams to determine whether, and to what extent, the recommendations made in this plan have been implemented.

It is also essential for the technology department to monitor staff and student computer access through the implementation of updated acceptable use policies. These AUPs must be completed before students are able to use technology devices and the Internet while attending any school in our District. We will also continue to monitor devices lent in/out of district through the use of a device acknowledgement form. This form is to be completed before the device is borrowed.

ISTE NATIONAL EDUCATION TECHNOLOGY STANDARDS (NETS):

For Students: http://bit.ly/OKoIfA
For Teachers: http://bit.ly/S8dthE
For Administrators: http://bit.ly/QSc6ZP
For Technology Coaches: http://bit.ly/PFn4Cj