

AVERILL PARK CENTRAL SCHOOL DISTRICT

**INSTRUCTIONAL TECHNOLOGY
LONG-RANGE PLAN
for
2007-2010**

**Originally Adopted by
Board of Education
June 23, 1998**

**Revised by
District Technology Committee
June 2007**

**Re-adopted by
Board of Education
July 15, 2008**

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2008-2009
DISTRICT TECHNOLOGY COMMITTEE

Averill Park High School

Michael Blostein, Teacher, Technology Integration Specialist
Bray Engel, Teacher, Audio Video Coordinator
Terry Miller, Teacher, Technology Integration Specialist
Greg Fox, Teacher, Assistive Technology Integration Specialist

Algonquin Middle School

John Svatek, Teacher, Technology Integration Specialist
Peter Ross, Teacher, Technology Integration Specialist and Audio Video Coordinator

George Washington

Kerry Lajeunesse, Teacher, Technology Integration Specialist

Miller Hill / Sand Lake Elementary

Jeanne Seel, Library Media Specialist, Technology Integration Specialist
Michelle McComb, Teacher, Technology Integration Specialist

Poestenkill Elementary

Charlene Foster, Teacher, Technology Integration Specialist
Melissa Weatherwax, Teacher, Technology Integration Specialist

West Sand Lake Elementary

David Linden-Darrow, Teacher, Technology Integration Specialist
David Riccomini, Teacher, Technology Integration Specialist

District Office

Lynn Burdick, Network Engineer
Kristen Card, Elementary Intervention Specialist
Doug Cramer, Computer Operations Coordinator
Gerald Grossman, Microcomputer Technician
Sharon Lawrence, Assistant Superintendent
Jo Moccia, Superintendent
Andrea Scanu, Microcomputer Technician
Charles Wachtel

AVERILL PARK CENTRAL SCHOOL DISTRICT MISSION STATEMENT

Through a community partnership, the Averill Park Central School District will ensure opportunities for each person to maximize individual potential in the pursuit of life-long learning by providing a safe, respectful and nurturing student-centered environment.

DISTRICT VISION FOR INSTRUCTIONAL TECHNOLOGY

The APCSD K-12 educational program will prepare technology-literate students to be lifelong learners who make informed decisions about the role of technology in their lives. Students should have the opportunity to develop technology skills that support learning, personal productivity, decision making, and daily life.

Areas of emphasis:

1. Promote the effective use of technology to improve student performance;
2. Develop partnerships with community, business and industry;
3. Integrate technology in all areas of the district operations.
4. Provide the greatest possible access to information resources;
5. Create an environment/climate of continuous use of interactive technology;
6. Apply technology solutions to school and program mission, goals, and strategies;
7. Encourage/support new initiatives and innovation as a dynamic, continuous process; and
8. Not only do things better, but to do better things.

Implementation of Technology Plan

The district plan establishes common expectations for goals, objectives and outcomes for technology literacy. Stakeholders will review and report technology integration as follows:

- The Technology Committee will continue to meet on a monthly basis
- Technology Integration Assistants will host “Tech Talk” at monthly faculty meetings
- Curriculum leaders will include technology integration within curriculum team work
- Curriculum maps will record technology teaching strategies and expectations within each course as applicable

Progress toward technology goals will be monitored and evaluated both formally and informally as part of the teaching/learning process.

- ◆ Annual evaluation of faculty will include accountability for the successful use of instructional technology, data management, and access of information towards the improvement of student learning.
- ◆ Student performance will be monitored through the K-12 use of digital portfolios.
- ◆ The effectiveness of professional development will be evaluated through the process of in-service course evaluations, professional goal setting, and the district needs assessment.
- ◆ The K-12 curriculum council and the district technology committee will meet together at least once per year to review and assess the progress toward implementation of the technology action plan.
- ◆ A technology retreat will be held annually, following the joint K-12 curriculum council and technology meeting, to review and revise the district technology plan. The retreat participants will include members of the district technology committee, administrative representatives, and members of the Board of Education.
- ◆ The district technology committee will continue to establish collaborative relationships with local colleges, universities, and businesses to prepare our students for success in the 21st century.

This plan with annual revisions and updates will be presented for adoption by the Board of Education at the annual organizational meeting each July.

INSTRUCTIONAL TECHNOLOGY

K-12 CURRICULUM and STAFF DEVELOPMENT GOALS

Technology is a powerful resource for teaching and learning.

1. There is a critical need for students to be able to access information, manipulate data, synthesize concepts, and creatively express ideas utilizing technology.
2. Technology can virtually bring the world to the student, providing a depth and richness of instructional approaches to support the diverse needs of learners and to make the curriculum relevant and engaging.
3. Technology is an administrative tool, which can increase productivity and bring efficiency to the data management, communication and assessment functions of education.
4. A comprehensive staff development program is essential for continual growth in knowledge and skill in order to stay abreast of current and emerging technologies.

**GOALS AND OBJECTIVES
FOR
ELEMENTARY TECHNOLOGY CURRICULUM**

All skills at expected grade levels are a continuum from the previous grade.

KINDERGARTEN

GOAL: Use input devices (mouse, keyboard, monitor, headphones, and tape recorders) and output devices (printers, monitors, etc.) to successfully operate computers, VCRs, audiotapes, and other devices.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Demonstrate ability to use and basic knowledge of technology equipment (mouse, keyboard, monitor, headphones, and tape recorders)	<ul style="list-style-type: none"> • Teacher demonstration & explanation • Student use & explanation of items 	<ul style="list-style-type: none"> • Each student will name, use and identify each item

GOAL: Introduction to keyboard use, keyboarding and word processing

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
To understand relationship of keyboard to printed paper	<ul style="list-style-type: none"> • Teacher demonstration of keyboard input---then print and share page 	<ul style="list-style-type: none"> • Student present for demonstration
To understand & use key functions.	<ul style="list-style-type: none"> • Teacher demonstration <ul style="list-style-type: none"> a) return key b) space bar 	<ul style="list-style-type: none"> • Student will use correctly

GOAL: Use developmentally appropriate multimedia resources to support learning.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Use developmentally appropriate multimedia resources.	<ul style="list-style-type: none"> • Interactive books • Educational software • Elementary multimedia encyclopedias • Teacher chosen websites 	<ul style="list-style-type: none"> • Student use of software.

GOAL: Demonstrate positive ethical and social behaviors when using technology and practice responsible use of technology systems and software

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Introduce Acceptable Use Policy (AUP)	<ul style="list-style-type: none"> • Teacher explanation of responsible use of technology 	<ul style="list-style-type: none"> • Observe students using technology appropriately

FIRST GRADE

GOAL: Use input devices (mouse, keyboard, monitor, headphones, and tape recorders) and output devices (printers, monitors, etc.) to successfully operate computers, VCRs, audiotapes, and other devices.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Demonstrate ability to use and basic knowledge of technology equipment (volume, on/off)	<ul style="list-style-type: none"> • Teacher demonstration & explanation • Student use & explanation of items 	<ul style="list-style-type: none"> • Each student will name & identify each item • Each student will successfully use items

GOAL: Introduction to keyboard use, keyboarding and word processing

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
To understand & use key functions	<ul style="list-style-type: none"> • Teacher demonstration: <ul style="list-style-type: none"> a) shift key for caps 	<ul style="list-style-type: none"> • Student will use correctly

GOAL: Use developmentally appropriate multimedia resources to support learning.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Use developmentally appropriate multimedia resources.	<ul style="list-style-type: none"> • Interactive books • Educational software • Elementary multimedia encyclopedias • Teacher chosen websites 	<ul style="list-style-type: none"> • Student use of software

GOAL: Demonstrate positive ethical and social behaviors when using technology and practice responsible use of technology systems and software

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Review Acceptable Use Policy (AUP)	<ul style="list-style-type: none"> • Teacher review responsible use of technology 	<ul style="list-style-type: none"> • Observe students using technology appropriately

SECOND GRADE

GOAL: Use input devices (mouse, keyboard, monitor, headphones, and tape recorders) and output devices (printers, monitors, etc.) to successfully operate computers, VCRs, audiotapes, and other devices.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Demonstrate ability to use and basic knowledge of technology equipment (scrolling on the screen, printing a document)	<ul style="list-style-type: none"> • Teacher demonstration & explanation • Student use & explanation of items 	<ul style="list-style-type: none"> • Each student will name & identify each item. • Each student will successfully use items.

GOAL: Introduction to keyboard use, keyboarding and word processing

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
<p>To understand & use key functions.</p> <p>Introduce concept of proper keyboarding</p> <p>Introduce word processing</p>	<ul style="list-style-type: none"> • Teacher demonstration <ul style="list-style-type: none"> a) shift key for other functions - ? and ! • Teacher discussion of proper fingering position • Teacher demonstration and discussion 	<ul style="list-style-type: none"> • Student uses correctly • Informal teacher observations • <i>Example:</i> Create a document containing their name and one sentence • Student to save a document to their network folder to develop a network/digital portfolio

GOAL: Use developmentally appropriate multimedia resources to support learning.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Use developmentally appropriate multimedia resources.	<ul style="list-style-type: none"> • Introduce internet / www <ul style="list-style-type: none"> a) use of "back" icon 	<ul style="list-style-type: none"> • Student use of software • Locate Library webpage • Locate teacher chosen websites

GOAL: Demonstrate positive ethical and social behaviors when using technology and practice responsible use of technology systems and software

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Review Acceptable Use Policy (AUP)	<ul style="list-style-type: none"> • Teacher review responsible use of technology 	<ul style="list-style-type: none"> • Observe students using technology appropriately

THIRD GRADE

GOAL: Reinforce the use of keyboards and other common input and output devices (including adaptive devices when necessary) efficiently and effectively.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Demonstrate ability to independently use technology equipment	<ul style="list-style-type: none"> • Teacher demonstration & explanation • Students will explain & use items 	<ul style="list-style-type: none"> • Each student will successfully use items independently.

GOAL: Introduce the use of the Local Area Network

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Introduce: <ul style="list-style-type: none"> • access the LAN using personal user name and password • open/close programs • save files to personal network folder • print • troubleshoot common problems in above areas 	<ul style="list-style-type: none"> • Teacher demonstration and explanation 	<ul style="list-style-type: none"> • Observe successful implementation of the objectives

GOAL: Use keyboard, keyboarding and word processing as an integral part of classroom communication

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
To understand and use key functions. Students will highlight text in a document to delete, change font, change size Students will reposition the cursor to insert text Students will begin to learn formal keyboarding skills Students will incorporate an image into pieces of work Students will create a word document	<ul style="list-style-type: none"> • Teacher demonstration <ul style="list-style-type: none"> a) Tab b) Shift key for all functions • Direct instruction • Direct instruction • Use appropriate software regularly • Use images from available sources ie: <i>clipart, digital camera, captured image</i> • Incorporate name, paragraph, image 	<ul style="list-style-type: none"> • Student uses correctly. • Finished product • Informal observation • Informal observation • Finished product • Student will save document to their network folder to contribute to their network/digital portfolio

THIRD GRADE *(continued)*

GOAL: Use a variety of media and technology resources for directed and independent research and / or learning activities

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Students will be able to use online or electronic encyclopedias	<ul style="list-style-type: none"> • Research • Direct instruction 	<ul style="list-style-type: none"> • Ability to find relevant information on a topic
Students will use a search engine to conduct an online search	<ul style="list-style-type: none"> • Research and direct instruction 	<ul style="list-style-type: none"> • Ability to find relevant information on a topic
Students will be introduced to automated library services	<ul style="list-style-type: none"> • Direct instruction 	<ul style="list-style-type: none"> • Ability to find relevant materials

GOAL: Use developmentally appropriate multimedia resources to support learning.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Use developmentally appropriate multimedia resources.	<ul style="list-style-type: none"> • Interactive books • Educational software • Elementary multimedia encyclopedias • Teacher chosen websites 	<ul style="list-style-type: none"> • Student use of software • Student will use to remediate skill deficits

GOAL: Demonstrate positive ethical and social behaviors when using technology and practice responsible use of technology systems and software

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Review Acceptable Use Policy (AUP)	<ul style="list-style-type: none"> • Teacher review responsible use of technology 	<ul style="list-style-type: none"> • Observe students using technology appropriately

FOURTH GRADE

GOAL: Use keyboard, keyboarding and word processing as an integral part of classroom communication

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
To understand & use key functions	<ul style="list-style-type: none"> Teacher demonstration <ol style="list-style-type: none"> Num lock Use of number pad Delete key Backspace 	<ul style="list-style-type: none"> Student uses correctly
<p>Students will highlight text in a document to:</p> <ul style="list-style-type: none"> Change justification Cut and paste Copy and paste Change style 	<ul style="list-style-type: none"> Direct instruction 	<ul style="list-style-type: none"> Finished product
Students will learn formal keyboarding skills	<ul style="list-style-type: none"> Use appropriate software regularly 	<ul style="list-style-type: none"> Teacher observation
Students will independently locate and incorporate an image into pieces of work	<ul style="list-style-type: none"> Use images from available sources ie: <i>clipart, digital camera, captured images</i> Introduce citing source 	<ul style="list-style-type: none"> Finished product

GOAL: Reinforce the use of the Local Area Network

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
<p>Reinforce:</p> <ul style="list-style-type: none"> access the LAN using personal user name and password open/close programs save files to personal network folder print troubleshoot common problems in above areas 	<ul style="list-style-type: none"> Teacher demonstration and explanation 	<ul style="list-style-type: none"> Observe successful implementation of the objectives

FOURTH GRADE (continued)

GOAL: Use a variety of media and technology resources for directed an independent research and / or learning activities

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Students will continue to use online or electronic encyclopedias	<ul style="list-style-type: none"> • Research • Direct instruction 	<ul style="list-style-type: none"> • Ability to find relevant information on a topic
Students will independently use a search engine to conduct an online search	<ul style="list-style-type: none"> • Research and direct instruction 	<ul style="list-style-type: none"> • Ability to find relevant information on a topic
Students will be introduced to available online databases	<ul style="list-style-type: none"> • Teacher demonstration 	<ul style="list-style-type: none"> • Ability to find relevant information on a topic
Students will continue to use automated library services	<ul style="list-style-type: none"> • Direct instruction 	<ul style="list-style-type: none"> • Ability to find relevant materials

GOAL: Use technology tools (example multimedia presentation, web tools, digital cameras, scanners) for individual and collaborative writing, communication and publishing activities to create knowledge products for audiences inside and outside the classroom

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Students will use PowerPoint	<ul style="list-style-type: none"> • Teacher demonstration • Direct instruction • Student use of software 	<ul style="list-style-type: none"> • Student will save presentation to their network folder to contribute to their network digital portfolio
Introduce the use digital camera equipment to support curriculum topics	<ul style="list-style-type: none"> • Informal observation 	

GOAL: Use developmentally appropriate multimedia resources to support learning.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Use developmentally appropriate multimedia resources.	<ul style="list-style-type: none"> • Interactive books • Educational software • Elementary multimedia encyclopedias • Teacher chosen websites 	<ul style="list-style-type: none"> • Student use of software • Students will use software to remediate skill deficits

GOAL: Demonstrate positive ethical and social behaviors when using technology and practice responsible use of technology systems and software

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Review Acceptable Use Policy (AUP)	<ul style="list-style-type: none"> • Teacher review responsible use of technology 	<ul style="list-style-type: none"> • Observe students using technology appropriately

FIFTH GRADE

GOAL: Use keyboard, keyboarding and word processing as an integral part of classroom communication

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Students will be introduced to basic document editing	<ul style="list-style-type: none"> • Teacher demonstration of spell check and line spacing adjustment 	
Students will highlight text in a document to: <ul style="list-style-type: none"> • Change justification • Cut and paste • Copy and paste • Change style 	<ul style="list-style-type: none"> • Direct instruction 	<ul style="list-style-type: none"> • Finished product
Students continue to improve formal keyboarding skills	<ul style="list-style-type: none"> • Use appropriate software regularly 	<ul style="list-style-type: none"> • Teacher observation
Students will independently locate and incorporate an image into pieces of work	<ul style="list-style-type: none"> • Use images from available sources ie: <i>clipart, digital camera, captured images</i> • Introduce citing source 	<ul style="list-style-type: none"> • Finished product

GOAL: Reinforce the use of the Local Area Network

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Reinforce: <ul style="list-style-type: none"> • access the LAN using personal user name and password • open/close programs • save files to personal network folder • print • troubleshoot common problems in above areas 	<ul style="list-style-type: none"> • Teacher demonstration and explanation 	<ul style="list-style-type: none"> • Observe successful implementation of the objectives

FIFTH GRADE (continued)

GOAL: Use a variety of media and technology resources for directed an independent

research and / or learning activities

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Students will continue to use online or electronic encyclopedias	<ul style="list-style-type: none"> • Research • Direct instruction 	<ul style="list-style-type: none"> • Ability to find relevant information on a topic
Students will independently use a search engine to conduct an online search	<ul style="list-style-type: none"> • Research and direct instruction 	<ul style="list-style-type: none"> • find relevant information on a topic
Students will use available online databases	<ul style="list-style-type: none"> • Teacher demonstration 	<ul style="list-style-type: none"> • Ability to find relevant information on a topic
Students will continue to use automated library services	<ul style="list-style-type: none"> • Direct instruction 	<ul style="list-style-type: none"> • Ability to find relevant materials

GOAL: Use technology tools (example multimedia presentation, web tools, digital cameras, scanners) for individual and collaborative writing, communication and publishing activities to create knowledge products for audiences inside and outside the classroom

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Students will use PowerPoint	<ul style="list-style-type: none"> • Teacher demonstration • Direct instruction • Student use of software 	<ul style="list-style-type: none"> • Student will save presentation to their network folder to contribute to their network/digital portfolio
Introduce the use digital camera equipment to support curriculum topics	<ul style="list-style-type: none"> • Informal observation 	

GOAL: Use developmentally appropriate multimedia resources to support learning.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Use developmentally appropriate multimedia resources.	<ul style="list-style-type: none"> • Interactive books • Educational software • Elementary multimedia encyclopedias • Teacher chosen websites 	<ul style="list-style-type: none"> • Student use of software • Students will use software to remediate skill deficits

FIFTH GRADE (continued)

GOAL: Use telecommunications and online resources (example: email, online discussions, web environments, video conferencing) to participate in collaborative problem solving activities for the purpose of developing solutions or products for audiences inside and outside the classroom

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
To introduce a variety of telecommunications and online resources	<ul style="list-style-type: none"> • Teacher demonstration 	

GOAL: Determine when technology is useful and select appropriate tools and technology resources to address a variety of tasks and problems

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Use Appropriate Resources	Research and direct instruction	Observation and finished projects

GOAL: Evaluate the accuracy, relevance, appropriateness, comprehensiveness, and bias of electronic information sources

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
<ul style="list-style-type: none"> • Find reliable website(s) for research purposes • Introduce bias 	<ul style="list-style-type: none"> • Teacher demonstration • Teacher demonstration 	<ul style="list-style-type: none"> • Finished projects with proper citations • Finished projects with proper citations

GOAL: Demonstrate positive ethical and social behaviors when using technology and practice responsible use of technology systems and software

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Review Acceptable Use Policy (AUP)	<ul style="list-style-type: none"> • Teacher review responsible use of technology 	<ul style="list-style-type: none"> • Observe students using technology appropriately

**GOALS AND OBJECTIVES
FOR
MIDDLE SCHOOL TECHNOLOGY CURRICULUM**

SIXTH GRADE

GOAL: Students will effectively use computer hardware and the Local Area Network

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
<ul style="list-style-type: none"> • access the LAN • open/close programs • save files to personal network folder • print • troubleshoot common problems in above areas 	<ul style="list-style-type: none"> • Teacher demonstration and explanation 	<ul style="list-style-type: none"> • Observe successful implementation of the objectives.

GOAL: Use keyboard, keyboarding and word processing as an integral part of classroom communication

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
<ul style="list-style-type: none"> • Introduction to Keyboarding tutorial • Correct Posture while Typing • Students continue to improve formal keyboarding skills • Advanced document editing 	<ul style="list-style-type: none"> • Teacher demonstration and explanation • Teacher observation • Use appropriate software regularly • Teacher demonstration and explanation 	<ul style="list-style-type: none"> • Improved accuracy and speed while typing • Teacher observation • Finished Projects

GOAL: Create Drawings

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
<ul style="list-style-type: none"> • Introduce MS Word drawing toolbar • Introduction to Autodesk Inventor 	<ul style="list-style-type: none"> • Teacher demonstration and explanation • Teacher demonstration and explanation 	<ul style="list-style-type: none"> • Finished Projects • Finished Projects

GOAL: Use telecommunications to participate in collaborative activities.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
To introduce a variety of telecommunications and online resources	<ul style="list-style-type: none"> • Teacher demonstration 	<ul style="list-style-type: none"> • Successful telecommunication conference.

SEVENTH GRADE

GOAL: Students will effectively use computer hardware and the Local Area Network

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Reinforce: <ul style="list-style-type: none"> • access the LAN • open/close programs • save files to personal network folder • print • troubleshoot common problems in above areas 	<ul style="list-style-type: none"> • Teacher demonstration and explanation 	<ul style="list-style-type: none"> • Observe successful implementation of the objectives.

GOAL: Use keyboard, keyboarding and word processing as an integral part of classroom communication

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
<ul style="list-style-type: none"> • Improve formal Keyboarding skills using tutorial • Correct Posture while Typing • Advanced document editing (<i>ie: indents, tabs, text wrapping, copy, paste, formatting pictures, tables, etc.:</i>) 	<ul style="list-style-type: none"> • Teacher demonstration and explanation • Teacher observation • Teacher demonstration and explanation • Use images from available sources <i>ie: clipart, digital camera, captured images, scanning,</i> 	<ul style="list-style-type: none"> • Improved accuracy and speed while typing • Finished Projects • Teacher observation • Finished Projects

GOAL: Use developmentally appropriate multimedia resources to support learning.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Students will create multimedia presentations	<ul style="list-style-type: none"> • Teacher demonstration (<i>power point, movie maker, podcasts, etc.</i>) • Direct instruction • Student use of software 	<ul style="list-style-type: none"> • Student will save presentation to their network folder to contribute to their network digital portfolio • Student presentations

SEVENTH GRADE (continued)

GOAL: Use a variety of media and technology resources for directed and independent research and / or learning activities

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
<ul style="list-style-type: none"> • Demonstrate ability to use and basic knowledge of technology equipment (digital cameras, scanners, jump drives, media retrieval system) • Students will continue to use automated library services • Students will independently use a search engine to conduct an online search 	<ul style="list-style-type: none"> • Teacher demonstration & explanation • Student use & explanation of items • Direct instruction • Research and direct instruction 	<ul style="list-style-type: none"> • Each student will name & identify each item. • Each student will successfully use items. • Ability to find relevant materials • find relevant information on a topic

GOAL: Use developmentally appropriate multimedia resources to support learning.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Use developmentally appropriate multimedia resources.	<ul style="list-style-type: none"> • Introduce internet / WWW <ul style="list-style-type: none"> a) Use of “back” icon 	<ul style="list-style-type: none"> • Student use of software • Locate Library webpage • Locate teacher chosen websites

GOAL: Demonstrates positive ethical and social behaviors when using technology and practice responsible use of technology systems and software

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
<ul style="list-style-type: none"> • Reinforce Acceptable Use Policy (AUP) • Internet Use • Citing Sources • Reduce Plagiarism 	<ul style="list-style-type: none"> • Teacher explanation • Online Encyclopedias • Teacher Directed Websites • Media Specialist demonstration and explanation 	<ul style="list-style-type: none"> • Students will use correctly • Finished Projects • Finished projects with proper citations

GOAL: Use telecommunications to participate in collaborative activities.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
To introduce a variety of telecommunications and online resources	<ul style="list-style-type: none"> • Teacher demonstration 	<ul style="list-style-type: none"> • Successful telecommunication conference.

EIGHTH GRADE

GOAL: Students will effectively use computer hardware and the Local Area Network

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Reinforce: <ul style="list-style-type: none"> • access the LAN • open/close programs • save files to personal network folder (organize digital portfolio) • print • troubleshoot common problems in above areas 	<ul style="list-style-type: none"> • Teacher demonstration and explanation 	<ul style="list-style-type: none"> • Observe successful implementation of the objectives.

GOAL: Use keyboard, keyboarding and word processing as an integral part of classroom communication

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
<ul style="list-style-type: none"> • Improve formal Keyboarding skills • Correct Posture while Typing • Advanced document editing (<i>ie: indents, tabs, text wrapping, copy, paste, formatting pictures, tables, etc.:</i>) 	<ul style="list-style-type: none"> • Teacher demonstration and explanation • Teacher observation • Independent application • Use images from available sources (<i>ie: clipart, digital camera, captured images, scanning</i>) 	<ul style="list-style-type: none"> • Improved accuracy and speed while typing • Finished Projects • Teacher observation • Finished Projects

GOAL: Use developmentally appropriate multimedia resources to support learning.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
Students will create multimedia presentations	<ul style="list-style-type: none"> • Teacher demonstration (<i>power point, movie maker, podcasts, etc.</i>) • Direct instruction • Student use of software 	<ul style="list-style-type: none"> • Student will save presentation to their network folder to contribute to their network digital portfolio • Student presentations

EIGHTH GRADE (continued)

GOAL: Use a variety of media and technology resources for directed and independent research and / or learning activities

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
<ul style="list-style-type: none"> • Demonstrate ability to use and basic knowledge of technology equipment (<i>digital cameras, scanners, jump drives, media retrieval system</i>) • How to find a reliable website for research purposes. • Students will continue to use automated library services • Students will independently use a search engine to conduct an online search 	<ul style="list-style-type: none"> • Teacher demonstration & explanation • Student use & explanation of items • To identify bias • Authors purpose • Fact vs. Opinion • Credibility • Accuracy • Hidden agenda or conflict of interest • Can it be supported by other sources • Direct instruction • Research and direct instruction 	<ul style="list-style-type: none"> • Each student will name & identify each item. • Each student will successfully use items. • Website Evaluation • Group presentations to class • Ability to find relevant materials • find relevant information on a topic

GOAL: Demonstrates positive ethical and social behaviors when using technology and practice responsible use of technology systems and software

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
<ul style="list-style-type: none"> • Reinforce Acceptable Use Policy (AUP) • Internet Use • Citing Sources • Reduce Plagiarism 	<ul style="list-style-type: none"> • Teacher explanation • Online Encyclopedias • Teacher Directed Websites • Media Specialist demonstration and explanation 	<ul style="list-style-type: none"> • Students will use correctly • Finished Projects • Finished projects with proper citations

GOAL: Use telecommunications to participate in collaborative activities.

<i>Objectives</i>	<i>Action Steps</i>	<i>Outcomes</i>
To introduce a variety of telecommunications and online resources	<ul style="list-style-type: none"> • Teacher demonstration 	<ul style="list-style-type: none"> • Successful telecommunication conference.

GOALS AND OBJECTIVES

**FOR
HIGH SCHOOL TECHNOLOGY CURRICULUM**

HIGH SCHOOL

GOAL: Students will utilize and expand their technology skills across the curriculum

<i>Objectives</i>	<i>Action Steps</i>	<i>Evaluation</i>
Students will utilize technology skills to demonstrate course content, and communicate what has already been learned.	List expected skills in the guide to program planning and student handbook. Provide intervention services for transfer students or students who lack skills.	Students self assess their needs
Students will be able to teach themselves software that is applicable to them.	Students will use software as required for various course work, with minimal teacher support	Students self assess their needs
Routinely and efficiently use on-line information resources to meet the needs for collaboration, research, publication, communications, and productivity.	Develop opportunities for instructional setting that use distance learning, e-mail pen pals, internet searching.	Quality of product
Select and apply technology tools for research, information analysis, problem solving, and decision-making in content areas.	Use technology and software to gather data and display results; exp: science probes and software gather data and chart results on a large screen allowing the class to participate in the exercise.	Quality of product
Collaborate with peers, experts, and others to contribute to a content-related knowledge base by using technology to compile, synthesize, produce and disseminate information, models and their creative works.	Provide computer and audio visual rooms for students to develop collaborative projects	Survey beginning teachers to establish a base line technology knowledge. Survey beginning teachers to determine what their expectations are for technical equipment for the their classroom.
Create cross-curricular opportunities.	Utilize curriculum teams to integrate technology skills within multi-disciplinary projects.	Cross-curricular opportunities will be provided through coursework.

HIGH SCHOOL *(continued)*

GOAL: Study the need for computer courses at the High School Level

<i>Objectives</i>	<i>Action Steps</i>	<i>Evaluation</i>
Investigate courses of study for students with an interest in computers, audio visual, or other technology.	Assess student interest	Student interest
	Investigate what area schools are offering	Course offerings
	Implement additional computer labs to allow for course development.	
Create a computer programming course.	Research and implement educationally appropriate courses. Examples: Advanced Placement Computer Science, A++ certification, Cisco Academy, Microsoft Certification.	

GOAL: Students will understand and exhibit ethical and legal behaviors when using technology.

<i>Objectives</i>	<i>Action Steps</i>	<i>Evaluation</i>
Respect for school property (<i>keyboard, mouse, monitor, Operating System</i>)	All teachers will enforce the Acceptable Use Policy	Observe student behavior
Students will use only appropriate sites on internet (<i>only web sites related to instruction may be used.</i>)	All teachers will enforce the Acceptable Use Policy	

GOALS AND OBJECTIVES FOR STAFF DEVELOPMENT

GOAL: All staff needs to be competent with technology skills applicable to their assignment.

REQUIRED SKILLS	ACTION STEPS
<ul style="list-style-type: none"> • Telephone System • Voice mail 	New teacher orientation and Documentation on Website
E-mail <ul style="list-style-type: none"> • Effective and appropriate use of email. 	New teacher orientation and Documentation on Website
Internet <ul style="list-style-type: none"> • Effective and appropriate use of Internet 	New teacher orientation and Documentation on Website
Local Area Network <ul style="list-style-type: none"> • Logging on • Printing • Network folder organization • Access to resources • Use of helpdesk • Understanding network security 	New teacher orientation and Documentation on Website
Student Information System <ul style="list-style-type: none"> • Attendance • Grade reporting • AIS • IEP • Parent Communication • Basic Data Management 	New teacher orientation and Documentation on Website
Software relevant to grade level goals <ul style="list-style-type: none"> • Word processing • Keyboarding • Web-enabled databases • Media retrieval system (APHS, AMS) • Helpdesk 	New teacher orientation and Documentation on Website
Hardware <ul style="list-style-type: none"> • Multimedia Resources 	New teacher orientation and Documentation on Website

GOAL: Technology Integration Assistants will facilitate the utilization of technology to

improve instruction and student performance.

<i>Objectives</i>	<i>Action Steps</i>
Technology Integration Assistants will work with teachers and staff to initiate joint planning for staff development	<ul style="list-style-type: none"> • Ongoing needs assessment • Input from curriculum teams • Review Track-It reports
Teachers will participate in appropriate in-service training.	<ul style="list-style-type: none"> • Identify in-district trainers • Knowledge of model school offerings through Questar III • Knowledge of offerings from other agencies
Utilize technology to improve student learning	<ul style="list-style-type: none"> • Discussion at curriculum team meetings • Peer demonstration • Visitations to other districts • Attend conferences • Share best practices
Staff will explore new hardware/software to improve student learning.	<ul style="list-style-type: none"> • Professional Collaboration

GOAL: Staff will increase their ability to solve technology problems

<i>Objectives</i>	<i>Action Steps</i>
Staff will have specific directions readily available for common applications (<i>ie. grade reporting, e-mail</i>)	<ul style="list-style-type: none"> • Documentation on website
All staff will utilize helpdesk	<ul style="list-style-type: none"> • Provide training in the use of helpdesk procedures including reporting a problem and using the information posted on solutions

GOAL: Staff will use technology to optimize communication skills

<i>Objectives</i>	<i>Action Steps</i>
All staff will be communicate using e-mail	<ul style="list-style-type: none"> • Administration communicates where appropriate using e-mail • Encourage staff to communicate with each other using e-mail • Communicate with parents using e-mail when appropriate
All staff will utilize the district website for accessing information	<ul style="list-style-type: none"> • Use of Calendar • Forms • Helpdesk • Policies • Minutes etc.

BUDGET AND FINANCE

Budget information for 2000-2001 and the school years thereafter reflect long-range technology planning for the Averill Park Central School District.

In order to sustain our \$5,000,000 technology investment and maintain the necessary upgrades, it is critical that the District provides substantial budget allocations for technology in every annual budget.

	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	Draft 2009- 2010
Instructional Technology Salaries	156,700	195,000	195,000	154,817	157,913	205,497	
Technology Equipment (<i>Computer Replacement Plan</i>)	45,441	81,611	~0~	~0~	~0~	63,000	138,000
Tech Hardware	99,923	50,000	50,000	50,000	52,000	63,415	75,000
Technology Consultant	30,000	30,000	46,500	50,000	50,000	50,000	50,000
Technology Computer Repair	20,000	32,000	51,000	51,000	51,000	51,000	51,000
Technology Software (<i>SED</i>)	45,080	106,250	52,071	97,571	97,571	52,475	52,475
BOCES (<i>Computer Repair</i>)	~0~	14,000	~0~	~0~	~0~	~0~	~0~
Supplies, Material, Miles	1,675	7,000	7000	7,000	7,000	7,000	7,000