South Kortright Central School Technology Plan

June 2010 - June 2012

Created by the SKCS Technology Team
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Janine Sturniolo, Teacher
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October 2009

"Learning for Life"

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Superintendent

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Principal

SOUTH KORTRIGHT CENTRAL SCHOOL

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2010-2012 Technology Plan

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District Stake Holders

Shared Decision Making Committee (SDM) and Technology Planning Committee

Administrators and Office Personnel

Benjamin C. Berliner, Superintendent**
John J. Bonhotal, Principal**
Nathan Kanarek, Business Manager, Parent
Betty Ann Post, Administrative Assistant, Parent
Lisa Sandin, School Nurse
Tammy Smith, Administrative Assistant, Parent
Bruce Voorhees, Network Specialist*

Teachers and Licensed Teaching Assistants

Michelle Hannigan, LTA, Parent
Eileen Kline, Teacher**
Linda Many, LTA, Parent
Carolyn Melszer, Teacher*
William Parker, Teacher*
Melissa Saunders, Consultant Teacher*
Michelle Sicari, Teacher
Janine Sturniolo, Technology Teacher*
Cathy Swantack, Teacher, SDM Chairperson
Diana Tucker, Teacher**
Bob VanValkenburgh, Teacher, Athletic Director
Paul West, Technology Teacher*
Steven Tucker, BOE President

Parents and Community Members

Nancy Beisler, Community Member
Richard Cook, Community Member
Chris German, Parent
Lisa German, Parent
Doreen McGrath, Parent
Kim Whritner, Parent

SKCS Students

Caleb Howland, Student
Clinton Lutz, Student
Jillian Massey, Student
Keith McGrath, Student
Morgan Weinman, Student

Notes:

- * ***Indicates membership in Technology Planning Committee***
- ** ***Indicates Membership in Technology Planning Committee and Shared Decision Making***

District Vision for the Use of Technology and Mission Statement

To connect the school and our school community to the world through the use of technology in promotion of the District Mission "Learning for Life."

Specifically, The mission of South Kortright Central School is to aggressively provide all students, in an environment that is caring and challenging, the diversity of experiences to gain the skills and attitudes necessary for the lifetime acquisition of knowledge, aesthetics and ethics. These experiences will insure the best quality of life for the students and their community.

This mission will be fulfilled by an empowered school and community working together to develop and continually assess an educational program which utilizes a wide variety of learning strategies, experiences and support services to enable our students to be productive, contributing members of society.

Section 1 – Introduction and School Narrative

South Kortright Central School is located in South Kortright, NY. The School has an enrollment of 362students housed in a single building with 13 students attending other public and private schools or are Home Schooled. The district supports a total of 69 classrooms with a staff of 42 full-time faculty, 21 Licensed Teaching Assistants support personnel, as well as a full administrative staff, support staff, and counseling staff. The main structure was constructed in 1939 and houses the administrative offices, high school library, and 5-12 classrooms. Additions to the main building completed in 1972 and 1989 house K-4 classrooms, a gymnasium, an elementary library and a computer lab. The most recent addition completed in 2005 houses a CADD Lab and Art Room. The 2005 capital project included renovation of our elementary wing, the addition of a new Art and technology wing, and renovation of two science labs, and the home and careers lab in the original building. Additionally, included in the capital project was a complete renovation of our electronic infrastructure in the form of proper hardware and hardware storage rooms and fiber optic backbone with individual copper drops and several wireless hubs. The most recent renovation completed in October 2009 included renovation of the school bus garage, the kitchen and cafeteria, eight of the school bathrooms to meet IDEA compliance standards, handicap access to the gymnasium and locker rooms, locker rooms, new roofs on the elementary wing and the gymnasium and upgrades to the fire alarm and heating control system.

The area surrounding the school is largely rural, with many farms and small communities, and an industrial plant located in one of the villages. The District poverty level is noted at 50% of the student population, although typically this percentage exceeds 50% during the school year when the bulk of our impoverished families have submitted their free and reduced lunch applications. A survey revealed that more that 89% of the K- 12 students included in the study have computers at home and 75% indicated that they have Internet access as well. There are some redundancies in the sample group since many of the students surveyed have siblings also counted in the sample. However, we believe it is safe to consider that approximately 70% of our students and their families have access to the Internet outside of school.

During the 2002-2003 school year, District administrators and teachers were trained in the use of new administrative software for the purposes of maintaining school records as well as individual student grades, attendance, and the transmission of Student Identifier Repository System (SIRS) Data. This software works integrally with the school website product and teachers need continued support and training on the use of the noted software and web based products. Professional Development Training in the use of administrative software continued through the 2006-2007 school year and will continue as new teachers need training and current users need additional training as the software is updated. In-service training is scheduled on several days through the school year and is available individually upon request in order to advance the implementation of the school websites, and record keeping software. Additional training opportunities will be offered in the use of other software products, the Internet, and technology as an instructional tool.

An Educational Technology Specialist Teacher was hired at the onset of the 2005-2006 school year. The duties for this position include teaching 6 software and computer technology classes daily, providing assistance and instruction to staff both individually and with their classes in the use of computers and software products, and providing technical assistance upon request. Our teachers have easy access to reliable, Internet-connected workstations/presentation stations in their classrooms as well as in our computer labs for their own work and for each of their students when computers are necessary for individual or group projects. Most of our teachers have Internet access at home which

enables access to our School and Edline websites therefore enabling teachers to store and access some of their documents, and work on their grading and planning programs.

The number of workstations and availability of computer labs enables teachers to take advantage of technology for general purposes, research, classroom management, and, more important, for facilitation and instruction using technology to foster the development of information management, critical thinking, and problem solving skills with their students.

Students have access to four computer labs, the library, and their classrooms. Many of our courses require students to produce research papers and presentations where they are required to use some on-line sources and technology to prepare quality papers or present their findings in a professional manner.

During the 2002-2003 school year the District assessed and determined the need to develop an in house Alternative Education Program for students determined to be At-Risk. Subsequently, the District researched a variety of online courses capable of providing Regents and other high school level courses. The program was initially offered to students who met particular criteria as determined by the administrators and counselors at the onset of the 2003-2004 school year. Students attending this program are provided with computer work stations with internet access and accounts through Career Learn, a division of Western Suffolk BOCES, as well as regular courses provided by the District. The Alternative Education Program has enabled numerous students to earn Regents and Local High School Diplomas many of whom would have chosen to pursue a General Education Diploma or to drop out of school.

More recently, the district has been equipping classrooms with SMART Technology and SMART Boards. Middle and high school science classrooms and our middle school social studies classroom have been equipped with document cameras and projectors along with a variety of video equipment. Twelve SMART Boards have been installed a variety of classrooms across the school. Wireless response systems and Document cams are available for teachers to use in conjunction with SMART Technology on a first come first serve basis with the intention of increasing the amount of systems as the users skill with the technology improves and the demand for them grows. The district has subscribed to several online services and programs, specifically: the One Call Now messaging system for the purpose of communicating important information and announcements to parents , students, teachers and the community in a matter of minutes; Fast ForWord and SRA reading remediation programs, and Castle Learning and Study Island for instruction as well as remediation purposes.

The intention of the District through the development and implementation of this plan is to foster the development and mastery of technological skills in our staff, students, and community. Additionally, through the use of our administrative software and the school technology, we provide secure electronic access to pertinent school information to our students, their parents, and staff members as appropriate.

The District has been managing its technical support needs by assigning some duties to key personnel who are technically able. This practice has lessened the amount of the simpler technical repairs and services formerly performed by the Network Specialist. However, the District recognizes that the growth of its technical network has caused the number of technical service requests that require the expertise of our Network Specialist to grow substantially. During the term of the 2010-2012 Technology Plan the District intends to study this situation and formulate solutions that may include increasing the percentage of Network Specialist time we purchase.

Section 2 - Establishing Goals

Goal# 1

Improve Communications among Administration, Staff, Students, and Parents

- The District will provide professional development opportunities to advance the technological skills of our administrators, teachers, support staff to expand the use of technology as a communication tool.
- The District will continue to improve communication between staff, administration, and the community by expanding the use of Edline Website and better utilizing the school based email system to communicate with students, and parents.
- All staff e-mail addresses will be in standardized form and will be posted on the District's Edline website.

Strategy

- Students will be instructed in the appropriate use of computers in the elementary grades.
- The District will provide staff training during early release time, faculty meetings, individualized training, using our Educational Technology Specialist to provide in-house training, and provide access to non-district professional development opportunities when appropriate.
- District will support professional development opportunities in the use of new or unfamiliar technology for all personnel where appropriate for their position.
- Parents will be provided training necessary to use the District's Edline website and other technologies provided by the District for the specific purpose of communicating with the parents of our students.
- The District will provide students with access to courses which focus on a variety of technological applications as part of their regular education, such as Computer Aided Design

Needs

- Computer Labs and classroom work stations
- Teacher and administrator work stations
- Distance Learning Room or Mobile DL Lab / Smart Rooms / Mobile Laptop Labs
- Educational Technology Specialist and other Personnel
- Alternate Professional Development opportunities
- Basic use of Computer and Keyboarding to be taught in Elementary Grades

Resources

Items and Services	Quantity	Cost Per Unit	Total
Educational Technology Specialist	1	**Included in Budget Worksheet pg. 29**	
Professional Development	1		

Evaluation and Implementation - Ongoing Annually 2010 - 2012

- Attendance and Grades reported electronically to administrative database by all staff members
- 5 week, quarterly reports, and parent requested weekly reports reported to Edline by all required staff members.
- Regular use of all District technology, including regularly scheduled use of the Distance Learning Room or Mobile DL Lab, and Mobile Laptop Labs
- Parents and Guardians informed about Edline via school newsletters, calendar, and website and new users are signed up at Open House or call in to school.

Section 2 - Establishing Goals

Goal# 2

Improve Communications Concerning Classroom Activities, Expectations, and Grades between Teachers and Parents

- The District will develop skills in the teaching staff and parents which expand the use of technology as a communication tool between the classroom and home as well as communication among the staff.

Strategy

- Expand the use of school provided e-mail accounts, Grade Quick grade books and Edline websites. Initiate the use of machine based e-mail client software.
- Provide staff training during monthly early release time, faculty meetings, and individualized training whenever necessary for all new hardware and software applications.
- Provide after school, and evening sessions for groups of parents, and individualized instruction as necessary on software and web based products.

Needs

- Computer Labs and classroom work stations
- Teacher and administrator work stations
- Distance Learning Room or Mobile DL Lab / Smart Rooms / Mobile Laptop Labs
- Educational Technology Specialist and other Personnel
- Alternate Professional Development opportunities

Resources

Items and Services	Quantity	Cost Per Unit	Total
Grade Quick Software	1	525.00	525.00
EDLINE Website Annual subscription	1	2,256.00	2,256.00

Evaluation and Implementation - Ongoing Annually 2010 - 2012

- A standardized list of documents will be posted to each class' website;
- Frequency of grade reports posted to the Edline website will be increased to 4 times per marking period as teachers become more familiar with the Grade Quick software.

Section 2 - Establishing Goals

***Goal#* 3**

Assist Students and Teaching Staff in the Development of Skills Which Expand the Use of Technology in the Classroom

- The District will develop skills in students and teaching staff which expand the use of technology in the classroom.

Strategy

- Train the Elementary School Teachers in the process of using Edline for the purpose of communicating grades and student learning progress with parents.
- The District Educational Technology Specialist is charged with providing assistance to students and teachers.
- Training will be conducted as part of regularly scheduled classes as well as spot training in the use of software and general technological applications.
- Staff will be instructed in the use of the 2 mobile video conferencing carts recently acquired by the district.
- Ongoing Professional Development for Staff Members as requested or necessary

Needs

- Computer Labs and classroom work stations
- Teacher and administrator work stations
- Distance Learning Room or Mobile DL Lab / Smart Rooms / Mobile Laptop Labs
- Educational Technology Specialist and other Personnel
- Alternate Professional Development opportunities

Resources

Items and Services	Quantity	Cost Per Unit	Total
Educational Technology Specialist	1	**Included in Budget Worksheet pg. 29**	
Professional Development	1		

Evaluation and Implementation - Ongoing Annually 2010 - 2012

- Teachers are trained and utilizing Edline to communicate with parents.
- Success will be determined by noting the progress of the staff in the implementation and mastery in the use of current technology, and classroom management software.
- Student progress will be measured by grades within their classes with this teacher, and in the quality of the projects in which they are required to utilize technology as part of their regular classes.

Section 2 - Establishing Goals

Goal# 4 - Expand the Electronic Access capabilities of the library

- ***Introduce Technology at the Elementary Level***
- ***Expand the Electronic Library Access to Classrooms***
- ***Expand the Library's capability to access to library software, online library services, the school's LAN and the Internet.***
- ***Maximize the use of BOCES Media Library services, i.e. video streaming, virtual field trips etc. by integrating access via SMART Technology.***
- ***Simplify access to all online subscriptions***

Strategy

- Instruct Elementary level students to access online databases for the purpose of research
- Staff will be provided training by the library staff on the appropriate usage of the system at staff meetings and each time the teachers use the library until all are satisfied that they know the system.
- Purchase and install a wireless hub for the Middle and High School Library to enable students to utilize laptop computers to access all library services provided by the District
- Provide workshops to support the use of BOCES Media Library services to be presented with the stationary and mobile D.L. labs.
- Develop a system to enable students to login to online databases seamlessly, when they are logged into the District network through IP address recognition.

Needs

- Wireless Hub for the Library
- OPAL software.
- C.E.R.F. (Curriculum & Educational Resource Finder)
- News Bank
- ProQuest
- World Book Online

Resources

Items and Services	Quantity	Cost Per Unit	Total
Wireless Hub	1	350.00	350.00
Software subscriptions	5	**Included in Budget Worksheet pg. 29**	

Evaluation and Implementation - Ongoing Annually 2010 - 2012

- Create access on all workstations to library databases through IP address recognition.
- Complete\ Training for all OPAL software users.
- Increase in amount of student use of data bases via wireless internet
- Increase in presentations using BOCES Media Library services for support material
- Increase the use of Online Services
- Review the amount of the use of OPAL software

Section 2 - Establishing Goals

Goal# 5

Expand the utilization of technology to assist Students with Disabilities.

Barriers to learning for Students with Disabilities in grades K-12:

- Difficulty decoding text; Slow processing of text; Poor comprehension of written text; Difficulty spelling; Poor handwriting; Difficulty organizing ideas; Difficulty paying attention; Difficulty completing assigned work

Strategy

- Incorporate the Landmark University 3-Step Training process:

1. Provide professional development to faculty focused on the use of Kursweil 3000 (Text to Speech software), Inspiration (Outline and Concept Mapping software), Groupwise E-mail Functions and Calendar use, MS Word (word processing, tables and revision tools), MS Power Point, and Dragon Naturally Speaking voice recognition software.
2. Apply the aforementioned software skills and knowledge to specific tasks
3. Develop plans that utilize the aforementioned software programs

- Integrate SMART Technology into programs for students with communication and physical disabilities.
- Instruction in Microsoft Word and PowerPoint is ongoing in the general curriculum. An emphasis will be put on direct instruction for those students receiving services via AIS or special education.
- 5 stations will be set up for Kurzweil, Dragon and Inspiration.
- 1 Station will be equipped with the Kurzweil Scanner. The scanned information will be accessible at the 5 peripheral stations.

Needs

- Voice Recognition - Dragon Naturally Speaking Version 9.5. After students train their voice to the software, they will be able to dictate their written thoughts via a headset and print a final written copy. Students need to work with the instructor to complete the initial voice recognition training. For those who meet with difficulty decoding, this entails individual coaching to maximize voice recognition.
- Visual Mapping - Inspiration software will be used to assist students with generating ideas and in developing outlines.
- Presentation Software. Students will utilize PowerPoint to develop presentations utilizing graphics and text.

Resources

Items and Services	Quantity	Cost Per Unit	Total
Kurzweil 3000 Text-Reader	1	3,005.00	3,005.00
Professional Development on Kurzweil 3000	2 days	500.00	500.00
Inspiration software	1	1,161.00	1,161.00
Assistive Technology Training (Landmark College)	1 day	1,500.00	1,500.00

Evaluation and Implementation - Ongoing Annually 2010 - 2012

- Students will utilize the above technology to complete class and Regents requirements. Results will be monitored through the ability to meet course and class requirements utilizing said technology.

Section 2 - Establishing Goals

Goal# 6

Improve and Maintain network data integrity

Strategy

- Explore the feasibility and costs involved in increasing Technical Support from .5FTE to 1.0FTE
- Contract with ONC BOCES for onsite RAID 5 Backup appliance and Redundant Offsite Backup service.
- Participate in annual maintenance program that will support device maintenance, updates, and software licensing and updates.

Needs

- An increased amount of Technical Support time
- Maintenance contract for DPU
- Maintenance contract for share of shared DPV

Resources

Services	Quantity	Cost Per Unit	Total
Data Protection Unit year 3+ Maintenance	Annual cost	2,735.00	2,735.00
Shared Maintenance for Data Protection Vault	Annual cost	895.34	895.34
Annual Cost		Total	$3,630

Evaluation and Implementation - Ongoing Annually 2010 - 2012

- An increased amount of Technical Support time will lessen the amount of response time for Network Service related tasks
- Ongoing security and integrity of critical District data
- Lessened amount of time spent by district personnel on Backup maintenance
- Installation, training, and support provided by device Vendor

Section 2 - Establishing Goals

Goal# 7

Evaluate and Update School Computers, Hardware, and Software and provide regular technical support, administration, and maintenance

Strategy

Develop an accurate system to determine the viability of current technology hardware and software.

- Dispose of archaic hardware and software, assess the effectiveness of current building technology, and locate or relocate appropriately equipped hardware according to the actual needs of the program or staff member;
- procure new technology that will further advance the technological capability of the school rather than simply replacing old computers with new, i.e. adding more laptop labs and effectively scheduling their use rather than simply replacing the desktop computers currently located in classrooms with new;
- Replace 20% of technology hardware and software each year to keep technology effective for its predetermined function;
- Evaluate and update or eliminate software on all school computers;
- Purchase an additional mobile laptop lab;
- Locate one lab upstairs in the main building and the other on the main floor.

Needs

- Maintain contract with Broome Tioga BOCES for shared NSS technician.
- The Broome Tioga BOCES Technology Coordinator contracted by the District is required to have 27 hours per year of professional development.
- Related Hardware, Software, and Services as necessary

Resources

Items and Services	Quantity	Cost Per Unit	Total
BOCES Network Support Services annually			$37,848
Maintenance annually			3,500
Software and Hardware			20,000
Annual Total			72,348

Evaluation and Implementation - Ongoing Annually 2010 - 2012

- Replace approximately 25 workstations each year.
- Replacement or upgrade of workstations as noted.
- Continued functionality of district computing devices

Section 2 - Establishing Goals

Goal# 8

Assess users perception of technological needs in the District
Assess users perception of the District's technological status

Strategy

- Survey entire staff concerning their perceptions of technological needs in the District.
- Survey entire staff concerning their perceptions of the District's technological status.

Needs

- Develop Survey forms to assess the technological needs and status of the District
- Administer survey to staff annually
- Compile information to aid in the decision making process concerning the technological development of the District.

Resources

- Time and materials to make, distribute, and analyze surveys.

Evaluation and Implementation - Ongoing Annually 2010 - 2012

- Compile information from annual survey to continue developing the SKCS Technology Plan

Section 2 - Establishing Goals

Goal# 9

Explore new uses of technology to enhance education
Explore viable new technologies; access or acquire as need and feasibility is determined
Explore the availability of high quality Online High School and College Courses and implement where feasible.

Strategy

- Utilize resources available to the District to equip classrooms with SMART Technology
- Provide opportunities for Administration and Staff to attend Conferences, Seminars, and Technology Trade Fairs to learn about new technologies pertinent to the needs of the District.
- Attend Conferences, Seminars, and Workshops that focus on synchronous and asynchronous Distance Learning based technologies
- Explore the possibilities of working with ONC or DCMO BOCES to develop synchronous and asynchronous Distance Learning
- Add the school's active weather station data to the school website.

Needs

- SMART Technology and Training
- Computer Labs and classroom work stations
- Teacher and administrator work stations
- Distance Learning Room or Mobile DL Lab / Smart Rooms / Mobile Laptop Labs
- Educational Technology Specialist and other Personnel
- Alternate Professional Development opportunities

Resources

Items and Services	Quantity	Cost Per Unit	Total
Distance Learning Room and Mobile Conferencing Carts Annual cost	1	**Included in Budget Worksheet pg. 29**	
Educational Technology Specialist	1		
Alternate Professional Development	1		
Cost of obtaining SMART technology	1		

Evaluation and Implementation - Ongoing Annually 2010 - 2012

- Analyze the amount of time and diversity of use of SMART Technology equipped classrooms
- Analyze District utilization of Distance Learning Technologies and Online Classes annually.

Section 3 – Staff Development Historical Narrative

One of the components of our Annual Professional Performance Review (APPR) is designed to evaluate teachers on their use of technology in teaching/learning activities. Specifically, in accordance with our APPR, all teachers are evaluated on how "Students use a variety of technological tools and applications to gather information and present a product as appropriate in projects, research activities and reports." Further, our Professional Development Plan (PDP) requires our teachers to set annual goals aligned with growth activities which can be focused on technology training for those teachers who do not use technology in the classroom extensively, as well as to keep teachers whose programs pivot on the use of technology at industry level or above.

Many of our teachers use technology extensively in a program support fashion and several of our programs are entirely technology based. However, the reluctance some of our faculty and staff members to use technology in an assistive manner is steadily being overcome and users have become accustomed to the system through the daily use of attendance, grading, report card, e-mail, and electronic white board via our LAN and, eventually, interactive web portal based software on a daily basis. Computers and related technology in the classroom in a few cases will be used for record keeping and communication but several factors cause the computer to become more widely used.
These factors include:

- most current programs are exceptionally user friendly;
- the discovery that computers can make otherwise difficult tasks simple to perform;
- users with limited computer skills and some basic training can produce professional looking documents and presentations;
- the ability to disaggregate data, perform item analysis on standardized and teacher crafted tests, and analyze data in the problem solving and decision making process;
- the nearly limitless educationally appropriate Learning Standard based resources available with Internet access as well as on DVD and CD ROM;
- learning based age and grade level appropriate computer games are excellent ice breakers as well as skill builders;
- gigabit internet access speed through a fiber optic line directly to the school has made streaming audio and video realistic and highly accessible;
- the addition of web based software programs including Fast ForWordand SRA reading programs, Castle Learning and Study Island for remediation and State Assessment prep;
- the installation of SMART Boards and SMART Technology in 17 classrooms have made the use of current technology simple and fun for students and teachers.

Currently we have a comprehensive plan for the integration of technology into classroom with an annual evaluative plan already in place. The initial plan for implementation of the software program was for administrative purposes for the 2002-2003 school year with an additional 3 to 5 years for full implementation of the entire web based system which will be used or available for the use of all school personnel, all students within the system, all parents and custodial caretakers of our students, as well as any public at large who have Internet access.

During the 2002-2003 school year, District administrators and teachers were trained in the use of our new administrative software for the purposes of maintaining school records as well as individual student grades and attendance. This software works integrally with the school website product and teachers will need training in the use of the website product as well as continued support and training on the administrative software. Training in the use of administrative software during the 2003-2004 and 2004-2005 school years was critical to the implementation of this component of the Professional Development Plan. In-service training events were conducted through the course of the 2003-2004 through 2006-2007 school years and will be scheduled in subsequent years during Conference days,

early release days, as part of faculty meetings, teacher planning periods, and after school sessions as necessary to advance the implementation of the school website, and record keeping software which all teachers, support staff, counselors, and administrators use daily. Additional training opportunities are offered in the use of other software products, use of the Internet, and new technologies as they are added. In fact, in most cases professional development is provided with the purchase of new software as is the case with our must recent hardware and software additions. Staff members who request professional development for technologies not familiar to the regular personnel responsible for technology training are supported with training from the local BOCES Professional Development Specialists, or product specific workshops as necessary.

The education and support for technology in the District is the responsibility of principal, superintendent, Network Specialist, and Educational Technology Specialist. The addition of an Educational Technology Specialist at the onset of the 2005-2006 school year has enabled the District to provide students with classes on current software applications, use of the Internet for research, source documentation, presentations, and the like. The intention of the District is to promote the development of technological skills in students and teaching staff in order to expand the integration of technology in the regular and special education classroom. The establishment of this position has enabled our staff to develop technological skills, subsequently enabling them to facilitate the development of these skills with their students. The Educational Technology Specialist regularly collaborates with other teachers whose students need to use computer stations for projects and/or teaches software applications as requested. The projects that these students are able to complete are truly a result of technology integrated into regular curriculum. The Educational Technology Specialist does a remarkable job of multitasking and managing groups of students in the Computer Lab, as well as in the regular classroom as the situation prescribes.

At the onset of the 2006-2007 school year, the District contracted with ONC BOCES for a new version of Professional Development Service where professional development days are purchased and service providers are assigned to work directly with teachers individually, in grade level groups, and in small groups. These in-service days have been used to assist teachers in administering and assessing DIBELS and determining appropriate interventions for students who's are found to be deficient. During the Summer of 2009, we purchased an additional 10 days of service specifically for in-service training with SMART Technology. Additional in-services are being provided through an in house users group and training for the purpose of developing materials to be used with the SMART Technology.

The District plans to continue the types of support noted in this narrative through the term of the 2010-2012 Technology plan. There are new technologies and efforts noted in this plan that will require us to expand and/or refocus professional development activities. Goals that are new to the 2010-2012 Technology plan or have undergone substantially revision, specifically:

Goal# 4 - Introduce Technology at the Elementary Level
Expand the Electronic Library Access to Classrooms,
Maximize the use of BOCES Media Library services, i.e. video streaming;
Goal# 5 - Expand the utilization of technology to assist Students with Disabilities;
Goal# 6 - Improve and Maintain network integrity;
Goal# 7 - Evaluate and Update School Computers, Hardware, and Software,
Improve the system of planning for annual technology replacement,
Develop more accurate system for assessing the life of technology;
procuring new technology that will further advance the technological capability of the school rather than simply replacing old computers with new, i.e. adding more laptop labs and effectively scheduling their use rather than simply replacing the desktop computers currently located in classrooms with new;
Goal# 8 - Assess users perception of technological needs in the District,
Assess users perception of the District's technological status;

Goal# 9 - Explore new uses of technology to enhance education,
Explore viable new technologies; access or acquire as need and feasibility is determined,
Explore the availability of high quality Online High School and College Courses and implement where feasible, integrate the use of SMART Technology in classrooms across the school

will require numerous hours of professional development for the personnel who are charged with the Goal development and implementation.

As noted in these goals, the District is in the process of purchasing and installing SMART Technology and Assistive Technology as the primary focus during the School Years 2009-2010 through 2012-2013. This movement is likely to extend considerably into the term of the following years iteration of our Technology Plan. Considerable time and resources will need to be expended in the area of professional development for these technologies. Again, utilizing the services and expertise of our personnel, our Educational Technology Specialist, our Network Specialist, ONC BOCES Professional Development Services, and a variety of product and program specific Trainers will be necessary to insure the successful implementation of these new technologies.

Additionally, the District participates in NY Talks sponsored by the Magellan Foundation, and the New York State Association for Computers and Technology in Education (NYSCATE) to provide professional development opportunities for teachers and administrators enabling them to stay current with new technology and instructional techniques and to provide opportunities for personnel to network with their peers.

Timeline for Implementation of New Technologies

The District has a history of supporting the implementation of new technologies and, for the purposes of South Kortright Central School Technology Plan January 2010 - through June 2012 the timeline for implementation is 3+ years as implied in the title. Through the use of its internal and external resources, the District is frequently able to fulfill it's goals in a much shorter amount of time leaving time with in the term of the plan to research and explore new technologies and new thinking on the use of the technology we have.

Monitoring and Evaluation

The Technology Committee will be responsible for the formulation and evaluation of all goals. Goals that are found to be un met will be reevaluated by the Technology Committee and a determination will be made concerning the viability of that goal. Goals that are determined to be not important will be eliminated; those that are determined to be unmet and important will be noted at a higher priority level by the Technology Committee a concerted effort will be made to fulfill that goal within a year of the evaluation.

Adult Literacy

The District participates with the ONC BOCES for the purpose of providing Adult Education Services in the form of enrichment programs; but more important, for the purpose of providing a GED program. These services are available in our neighboring district as well as on our Distance Learning Network to minimize the need to travel outside of the District. Additionally, the District runs a CROP after school program which must include an adult participation and adult literacy component in order to qualify for funding. The District is aggressively involved in these programs and our administrators and other school personnel and community members serve on committees and advisory boards to enable CROP Program goals are met.

The District encourages the use of technology and the development of adult technological literacy by permitting adults to use our computer labs and access to the internet since most district residents do not

Section 4 – Assessment of Telecommunication Services, Hardware and Software Summary

Summary of Existing Technology Infrastructure

The South Kortright Central School Network currently has over 215 computers in operation, all are connected to a 1Gigabit, Category 6 wired, ethernet network. The SKCS network is connected to the Internet through the Broome Tioga BOCES wide area network (WAN). BT BOCES provides firewall services for the district.

The physical connection to the WAN is accomplished using the Time Warner provided Gigabit Fiber Optic network, a Fiber to Copper media converter, and a Layer 3 Cisco Switch that does routing for the different IP ranges that the school uses. A Sonicwall NSA2400 network appliance is used to filter web based content to all computers, perform network edge antivirus, and intrusion prevention. A direct, unfiltered connection is made to the Distance Learning Room conferencing system (a PolyCom VSX7000e)

Two separate Microsoft Windows security domains are used to keep administrative computing logically separate from instructional computing while allowing network IP-based hardware (mostly printers) to be shared by both domains. There are 6 servers on this network:

1. The administrative server houses financial software and administrative files, controls the administrative domain security, provides IP addresses for all computers via DHCP, and provides DNS service for internet addressing.
2. The Student Information System server provides processing and data storage for Rediker Administrators Plus (SIS), Jackson Gradequick (teacher used gradebook software), and some other tools used to submit student testing and demographic data to the Regional Information Center for submission to the State Education Department.
3. The library automation server provides server based software for managing library inventory and also acts as a print server for various network printers.
4. The Instructional Domain server handles security, network antivirus control and distribution, serves network applications, stores student and staff data and assists with DNS services for Instructional Domain computers.
5. The Unitrends Backup Appliance performs local backups and facilitates offsite “critical data” backups.
6. There is another machine that acts as an application server for our Fast Forward Reading system and our Rosetta Stone Software.

The network consists of largely Windows XP computers, though there are some Windows 2000 machines yet in operation.

Users of this network have access to printers in most locations, digital cameras, scanners, and optical media recorders (CDR- RW and DVD R-RW).

The District currently uses a commercial website host for email and website service.

Backup is currently done by a a single large local backup appliance copies critical backups to an offsite “Data Vault”. The rack mounted district based device offers RAID 5 redundancy, and is capable of holding 1.500 Terabytes of data. Data can be backed up via multiple streams so that many servers and workstations can be backed up in a time effective manner.

Summary of Existing Technology Infrastructure continued

This network is currently capable of supporting all of the goals included in this technology plan. It will meet all of the foreseeable needs required for the growing computing requirements of our staff and student population. South Kortright will maintain the current level of performance and keep technology available to all as the goals are seen to completion. We have 215+ computers on site, so we currently have a very high “computer” to student ratio, so future requirements should be easily met for the duration of this plan. Regular upgrades of computing equipment have been the norm for this district, so we generally have adequate computing power to keep up with advancing technology as requirements increase.

South Kortight Central School operates all Windows based PCs and Servers with Intel Processors and chipsets purchased based on the NYS OGS Bid. By using computers with a consistently similar architecture and OS, we ensure interoperability, longer available production cycles, and ease of following industry standard procedures for the handling, backup, and use of electronic data in our district. As this process has worked for us in the past, it is our intent to continue using the same guidelines for future purchases.

The District currently obtains its technical support via Broome Tioga Boces Network Support Services by employing an On-Site .5 FTE Network Specialist. We also have an in house staff development specialist, and are hosting an intern program that provides an additional level of end user support.

Increasing Access:

South Kortright currently has some very good teachers dedicated to making technology available to all users, regardless of handicap or other challenges. We currently have some adaptive technology software and hardware available for use by students in need. As we cannot foresee all the possibilities of new students with challenges coming into the district, we plan to address any needs that come up, that would use resources beyond what we have, on a case by case basis according to the individual educational plans these students may have.

Section 5:
SKCS District Member Access to Technology

Students:

- Each student has his/her own logon screen name and password
- Students have the right to use the internet for research, as long as they and a parent have signed and agree to the internet user permission form
- Students have the right to store up to 100MB of documents on an individual secure location on the server
- Students do NOT have the rights to access any other students/teachers folder or Grade Quick
- Students do NOT have the right to install programs on any computer
- Students do NOT have e-mail rights unless used for Distance Learning Classes (D.L.) and then must use their own personal e-mail (the school does provide an account for them in these cases)

Teachers:

- Each teacher has his/her own logon screen name and password
- Teachers have the right to use the internet as needed
- Teachers have the right to open any students personal folder on the server
- Teachers have an e-mail account set up for their use
- Teachers have access to Grade Quick, but only for their own students
- Teachers do NOT have the right to install programs on any computer, without proper licensing and permission from a District Administrator

Administration:

- Administration personnel have their own logon screen name and password
- Administration personnel have the right to use the internet as needed
- Administration personnel have unlimited storage capabilities within reason
- Administration personnel have the right to open any students/teachers personal folder on the server
- Administration personnel have an email account setup for their use
- Administration personnel have access to Grade Quick and all Administrator Plus programs
- Administration personnel have the right to install programs on any computer
- Only the Business office personnel and the Superintendent have access to Infomatics Software and Tax Programs

Administrators:

The administrator has the right to access anything on the server, the rights to install programs as needed and to make any necessary changes

Section 5: **SKCS Inventory of Existing Computer Hardware and Equipment**		
Organized by Location		
Model Number	**Description**	**Location**
Alpha Smart Cart 30	AlphaSmart	Alpha Smart Cart
HP Laser Jet 6MP	Printer	Alpha Smart Cart
Dimension 2400	Computer	Boys PE Office
Optiplex GX620	Computer	Business Office
Optiplex GX620	Computer	Business Office
HP Laserjet 4100tn	Printer	Business Office
Optiplex 760	Computer	Computer Lab
Optiplex 760	Computer	Computer Lab
Optiplex 760	Computer	Computer Lab
Optiplex 760	Computer	Computer Lab
Optiplex 760	Computer	Computer Lab
Optiplex 760	Computer	Computer Lab
Optiplex 760	Computer	Computer Lab
Optiplex 760	Computer	Computer Lab
Optiplex 760	Computer	Computer Lab
Optiplex GX620	Computer	Computer Lab
Optiplex GX620	Computer	Computer Lab
Optiplex GX620	Computer	Computer Lab
Optiplex GX620	Computer	Computer Lab
Optiplex GX620	Computer	Computer Lab
Optiplex GX620	Computer	Computer Lab
Optiplex GX620	Computer	Computer Lab
Optiplex GX620	Computer	Computer Lab
Optiplex GX620	Computer	Computer Lab
Optiplex GX620	Computer	Computer Lab
Optiplex GX620	Computer	Computer Lab
Canon Powershot A510	Digital Camera	Computer Lab
Canon Powershot A510	Digital Camera	Computer Lab
Canon Powershot A510	Digital Camera	Computer Lab
Canon Powershot A510	Digital Camera	Computer Lab
Canon Powershot A530	Digital Camera	Computer Lab
Nikon D40	Digital Camera	Computer Lab
Olumpus Camedia D-550	Digital Camera	Computer Lab
Olympus Camedia C-4000	Digital Camera	Computer Lab

Model Number	Description	Location
Iomega CDRW Drive	External CDRW	Computer Lab
Dell 5100cn	Printer	Computer Lab
HP LASERJET 4000N	Printer	Computer Lab
Xerox Phaser 7760	Printer	Computer Lab
Dell 2300mp	Projector	Computer Lab
Visioneer One Touch	Scanner	Computer Lab
Latitude D600	Computer	Conference Room
Dell 3200MP	Projector	Conference Room
Epson Movie Mate 25	Projector	Conference Room
Latitude D600	Computer	D600 Cart
Latitude D600	Computer	D600 Cart
Latitude D600	Computer	D600 Cart
Latitude D600	Computer	D600 Cart
Latitude D600	Computer	D600 Cart
Latitude D600	Computer	D600 Cart
Latitude D600	Computer	D600 Cart
Latitude D600	Computer	D600 Cart
Latitude D600	Computer	D600 Cart
Latitude D600	Computer	D600 Cart
Latitude D600	Computer	D600 Cart
Latitude D600	Computer	D600 Cart
Latitude D600	Computer	D600 Cart
Latitude D600	Computer	D600 Cart
Latitude D600	Computer	D600 Cart
Brother HL-5170	Printer	D600 Cart
Latitude D630	Computer	D630 Cart
Latitude D630	Computer	D630 Cart
Latitude D630	Computer	D630 Cart
Latitude D630	Computer	D630 Cart
Latitude D630	Computer	D630 Cart
Latitude D630	Computer	D630 Cart
Latitude D630	Computer	D630 Cart
Latitude D630	Computer	D630 Cart
Latitude D630	Computer	D630 Cart
Latitude D630	Computer	D630 Cart
Latitude D630	Computer	D630 Cart
Latitude D630	Computer	D630 Cart
Latitude D630	Computer	D630 Cart

Model Number	Description	Location
Latitude D630	Computer	D630 Cart
Latitude D630	Computer	D630 Cart
HL-5280DW	Printer	D630 Cart
Dimension 2400	Computer	Future Classroom Use
Dimension 2400	Computer	Future Classroom Use
Dimension 2400	Computer	Future Classroom Use
Dimension 2400	Computer	Future Classroom Use
Dimension L1000R	Computer	Future Classroom Use
Dimension L1000R	Computer	Future Classroom Use
Dimension L1000R	Computer	Future Classroom Use
Dimension L1000R	Computer	Future Classroom Use
Dimension L1000R	Computer	Future Classroom Use
Dimension L1000R	Computer	Future Classroom Use
Dimension L1000R	Computer	Future Classroom Use
Dimension L1000R	Computer	Future Classroom Use
Optiplex GX260 ffwd	Computer	Main Data Room
Optipllex GX260 logger	Computer	Main Data Room
PowerEdge 1400	Computer	Main Data Room
PowerEdge Server 2300	Computer	Main Data Room
PowerEdge Server 2300	Computer	Main Data Room
PowerEdge Server 2900	Computer	Main Data Room
Unitrends Backup Server	Computer	Main Data Room
Optiplex GX520	Computer	Elem Lib.
Optiplex GX520	Computer	Elem Lib.
Optiplex GX520	Computer	Elem Lib.
HL-5170DN Brother	Printer	Elem Lib.
Dimension L1000R	Computer	Girls PE Office
Optiplex GX260	Computer	guidance office
Optiplex GX280	Computer	guidance office
Vostro 200	Computer	guidance office
Vostro 200	Computer	guidance office
Dimension 2400	Computer	Health Room
Optiplex GX270	Computer	Health Room
Optiplex GX270	Computer	Health Room
Dimension 2400	Computer	High School Lib
Dimension 2400	Computer	High School Lib
Dimension 2400	Computer	High School Lib
Dimension 2400	Computer	High School Lib

Model Number	Description	Location
HL-5170DN Brother	Printer	High School Lib
Optiplex GX260	Computer	lst Grade Classroom
Optiplex GX270	Computer	lst Grade Classroom
Optiplex GX270	Computer	lst Grade Classroom
Optiplex GX270	Computer	lst Grade Classroom
MVC-FD90	Digital Camera	lst Grade Classroom
Hp Deskjet	Printer	lst Grade Classroom
Latitude D830	Computer	Main Office
Optiplex GX240	Computer	Main Office
Optiplex GX240	Computer	Main Office
Optiplex GX620	Computer	Main Office
Canon 3530 IR UFR2	Printer	Main Office
HP Laserjet 2100 PCL6	Printer	Main Office
HP940C	Printer	Main Office
HP960	Printer	Main Office
Optiplex GX260	Computer	Nurses Office
Latitude D630	Computer	Rm #11
UF55/UF55W	Smartboard	Rm #11
Latitude D600	Computer	Rm #13
Optiplex GX620	Computer	Rm #13
Optiplex GX620	Computer	Rm #13
Optiplex GX620	Computer	Rm #13
Optiplex GX620	Computer	Rm #13
Optiplex GX620	Computer	Rm #13
Optiplex GX620	Computer	Rm #13
Optiplex GX620	Computer	Rm #13
Optiplex GX620	Computer	Rm #13
Optiplex GX620	Computer	Rm #13
Optiplex GX620	Computer	Rm #13
Optiplex GX620	Computer	Rm #13
Optiplex GX620	Computer	Rm #13
Optiplex GX620	Computer	Rm #13
Latitude D600	Computer	Rm #15
Latitude D630	Computer	Rm #15
Optiplex 745	Computer	Rm #15
Optiplex 745	Computer	Rm #15
Optiplex GX280	Computer	Rm #15
Vostro 1710	Computer	Rm #15

Model Number	Description	Location
HL5250DN	Printer	Rm #15
HP ScanJet 5590	Scanner	Rm #15
Music XPC	Computer	Rm #16
Optiplex 170L	Computer	Rm #16
Optiplex 170L	Computer	Rm #16
Optiplex 170L	Computer	Rm #16
Optiplex 170L	Computer	Rm #16
Optiplex GX240	Computer	Rm #2
Optiplex GX270	Computer	Rm #2
Optiplex GX270	Computer	Rm #2
UF55/UF55W	Smartboard	Rm #2
Canon Powershot A580	Digital Camera	Rm #2
Dimension 8100	Computer	Rm #21
Dimension 8100	Computer	Rm #21
GX270	Computer	Rm #21
HP Desk Jet 6122	Printer	Rm #21
GX270	Computer	Rm #22
TT-02S Elmo	Document Camera	Rm #22
HP Desk Jet 870 CXI	Printer	Rm #22
NEC V1700	Projector	Rm #22
Dimension 8100	Computer	Rm #23
Optiplex GX745	Computer	Rm #23
TT-02S Elmo	Document Camera	Rm #23
Tungsten T2	PDA	Rm #23
Epson C88	Printer	Rm #23
Mitsubishi XD43OU	Projector	Rm #23
GX270	Computer	Rm #24
Optiplex 745	Computer	Rm #25
TT-02S Elmo	Document Camera	Rm #25
HP Desk Jet 6122	Printer	Rm #25
XD430U	Projector	Rm #25
Optiplex GX260	Computer	Rm #27
Optiplex GX260	Computer	Rm #29
GX260	Computer	Rm #3
GX260	Computer	Rm #3
Optiplex GX620	Computer	Rm #33
UF55/UF55W	Smartboard	Rm #33
Optiplex GX260	Computer	Rm #35

Model Number	Description	Location
Optiplex GX260	Computer	Rm #35
Optiplex GX620	Computer	Rm #35
Optiplex GX620	Computer	Rm #35
Nikon D40	Digital Camera	Rm #35
Powershot a510	Digital Camera	Rm #35
Epson Stylus Photo 280	Printer	Rm #35
Visioneer 7400	Scanner	Rm #35
Dimension 4500	Computer	Rm #4
Fujifilm S5200	Digital Camera	Rm #4
HP Desk Jet 722C	Printer	Rm #4
EZPRO CTX	Projector	Rm #4
Dimension 2400	Computer	Rm #5
Optiplex GX240	Computer	Rm #5
Brother HL-2040	Printer	Rm #5
Canon DC410	Camcorder	Rm #50
Canon Elura 100	Camcorder	Rm #50
Canon Elura 90	Camcorder	Rm #50
Canon ZR50MC	Camcorder	Rm #50
Optiplex 260	Computer	Rm #50
Optiplex 755	Computer	Rm #50
Canon Rebel	Digital Camera	Rm #50
H2 Zoom	Recorder	Rm #50
Canon LIDE100	Scanner	Rm #50
Visioneer One Touch 8900	Scanner	Rm #50
UF55/UF55W	Smartboard	Rm #50
Optiplex GX270	Computer	Rm #51
Optiplex GX520	Computer	Rm #51
Olympus C720	Digital Camera	Rm #51
Desk Jet 932C	Printer	Rm #51
Visoneer 7300 USB	Scanner	Rm #51
Optiplex GX270	Computer	Rm #52
Optiplex GX520	Computer	Rm #52
Optiplex GX520	Computer	Rm #52
Canon 3.2	Digital Camera	Rm #52
HP Deskjet 6127	Printer	Rm #52
Visioneer One Touch 7300	Scanner	Rm #52
UF55/UF55W	Smartboard	Rm #52
Dimension 4500	Computer	Rm #53

Model Number	Description	Location
Optiplex GX270	Computer	Rm #53
Canon 3.2	Digital Camera	Rm #53
HP Photomsmart 612	Digital Camera	Rm #53
Canon Pixma ip4000	Printer	Rm #53
HP Photosmart 1215	Printer	Rm #53
Optiplex GX270	Computer	Rm #54
Optiplex GX745	Computer	Rm #54
Optiplex GX745	Computer	Rm #54
Optiplex GX745	Computer	Rm #54
Cannon Power Shot A560	Digital Camera	Rm #54
UF55/UF55W	Smartboard	Rm #54
Optiplex GX520	Computer	Rm #56
Optiplex GX520	Computer	Rm #56
Optiplex GX270	Computer	Rm #57
Optiplex GX270	Computer	Rm #57
Optiplex GX270	Computer	Rm #57
Optiplex GX270	Computer	Rm #57
Optiplex 745	Computer	Rm #58
Optiplex 745	Computer	Rm #58
Optiplex 745	Computer	RM #58
Optiplex 745	Computer	Rm #58
UF55/UF55W	Smartboard	Rm #58
Visoneer 8900 USB	Scanner	Rm #59
Optiplex GX270	Computer	Rm #6
HP960C	Printer	Rm #6
Dimension 2400	Computer	Rm #60
Optiplex GX260	Computer	Rm #60
HP960C	Printer	Rm #60
Dimension 4500	Computer	Rm #61
Dimension 4500	Computer	Rm #61
Dimension 4500	Computer	Rm #61
Dimension 4500	Computer	Rm #61
Dimension 4500	Computer	Rm #61
Optiplex 755	Computer	Rm #61
Optiplex GX280	Computer	Rm #61
MVC FD92	Digital Camera	Rm #61
Dell 5110CN	Printer	Rm #61
Visioneer 7400	Scanner	Rm #61

Model Number	Description	Location
GX270	Computer	Rm #62
GX270	Computer	Rm #62
GX270	Computer	Rm #62
UF55/UF55W	Smartboard	Rm #62
Latitude D630	Computer	Rm #63
Optiplex GX260	Computer	Rm #63
Optiplex GX520	Computer	Rm #63
Canon Powershot A series	Digital Camera	Rm #63
Canon Powershot A series	Digital Camera	Rm #63
Canon Powershot A series	Digital Camera	Rm #63
Canon Powershot A series	Digital Camera	Rm #63
Fujifilm 5800fd	Digital Camera	Rm #63
GX260	Computer	Rm #64
GX260	Computer	Rm #64
GX260	Computer	Rm #64
Latitude D630	Computer	Rm #64
Latitude D630	Computer	Rm #64
Powershot A510	Digital Camera	Rm #64
Powershot A510	Digital Camera	Rm #64
UF55/UF55W	Smartboard	Rm #64
Latitude D610	Computer	Rm #65
Optiplex GX260	Computer	Rm #65
Optiplex GX260	Computer	Rm #65
Optiplex GX260	Computer	Rm #65
Optiplex GX260	Computer	Rm #65
Optiplex GX260	Computer	Rm #65
Optiplex GX260	Computer	Rm #65
Optiplex GX260	Computer	Rm #65
HL-5170DN	Printer	Rm #65
Latitude D630	Computer	Rm #66
Optiplex GX260	Computer	Rm #66
Optiplex GX260	Computer	Rm #66
hp940c	Printer	Rm #66
Latitude D630	Computer	Rm #67
Optiplex GX270	Computer	Rm #67
Optiplex GX270	Computer	Rm #67
Dimension 2400	Computer	Rm #7
Canon Powershot A510	Digital Camera	Rm #7

Model Number	Description	Location
HP960C	Printer	Rm #7
UF55/UF55W	Smartboard	Rm #7
Dimension L1000R	Computer	Rm #8
Optiplex GX260	Computer	Rm#16
UF55/UF55W	Smartboard	Rm#29
UF55/UF55W	Smartboard	Rm#3
Optiplex GX270	Computer	Rm#67
Latitude D630	Computer	Rm#9
Latitude D630	Computer	Rm#9
Latitude D630	Computer	Rm#9
Latitude D630	Computer	Rm#9
Latitude D630	Computer	Rm#9
Optiplex GX620	Computer	Tax Collector

Section 5 – **Budget**

Budget Worksheet 2010-2011				
Technology Budget	**Category**	**Qty**	**Price**	**Extended**
25% Annual Salary and Benefits for Network Specialist	Pro Development	1	$37,848	$37,848
25% Annual Salary and Benefits for Educational Technology Specialist	Pro Development	1	$63,141	$63,141
10% Annual Salary and Benefits for Principal (CIO)	Pro Development	1	$11,018	$11,018
2610.490 BOCES educational Media and Library Automation Services	Services	1	$30,214	$30,214
2630.000 Computer Aided Instruction	Services	1	$15,317	$15,317
2110.450 BOCES, and Other Computer Supplies	Supplies	1	$4,400	$4,400
2110.490 BOCES Services (Distance Learning)	Services	1	$18,177	$18,177
1680.000 Central Data Processing	Services	1	$84,818	$84,818
Data Protection Unit and Vault annual maintenance fee	Services	1	$3,630	$3,630
New computer workstations	Hard/Software	25	$850	$21,250
Total Technology Budget			**Total**	**$289,813**
Professional Development Expenditures	**Category**	**Qty**	**Price**	**Extended**
25% Annual Salary and Benefits for Technology Coordinator	Pro Development	1	$37,848	$9,462
25% Annual Salary and Benefits for Educational Technology Specialist	Pro Development	1	$63,141	$15,785
10% Annual Salary and Benefits for Principal (CIO)	Pro Development	1	$11,018	$11,018
50% Model Schools Coser	Services	1	$4,382	$4,382
ONC Professional Development	Services	1	$7,395	$7,395
Total Professional Development				**$48,042**

Section 5 – **Budget**

Budget Worksheet 2011-2012				
Technology Budget	**Category**	**Qty**	**Price**	**Extended**
25% Annual Salary and Benefits for Technology Coordinator	Pro Development	1	$39,362	$39,362
25% Annual Salary and Benefits for Educational Technology Specialist	Pro Development	1	$65,667	$65,667
10% Annual Salary and Benefits for Principal (CIO)	Pro Development	1	$11,459	$11,459
2610.490 BOCES educational Media and Library Automation Services	Services	1	$31,423	$31,423
2630.000 Computer Aided Instruction	Services	1	$15,930	$15,930
2110.450 BOCES, and Other Computer Supplies	Supplies	1	$4,576	$4,576
2110.490 BOCES Services (Distance Learning)	Services	1	$18,904	$18,904
1680.000 Central Data Processing	Services	1	$88,211	$88,211
Data Protection Unit and Vault annual maintenance fee	Services	1	$3,775	$3,775
New computer workstations	Hard/Software	25	$884	$22,100
Total Technology Budget			**Total**	**$301,406**
Professional Development Expenditures	**Category**	**Qty**	**Price**	**Extended**
25% Annual Salary and Benefits for Technology Coordinator	Pro Development	1	$39,362	$9,840
25% Annual Salary and Benefits for Educational Technology Specialist	Pro Development	1	$65,667	$16,417
10% Annual Salary and Benefits for Principal (CIO)	Pro Development	1	$11,459	$11,459
50% Model Schools Coser	Services	1	$4,557	$4,557
ONC Professional Development	Services	1	$7,691	$7,691
Total Professional Development				**$49,964**

Section 5 – **Budget**

Budget Worksheet 2012-2013				
Technology Budget	**Category**	**Qty**	**Price**	**Extended**
25% Annual Salary and Benefits for Technology Coordinator	Pro Development	1	$40,936	$40,936
25% Annual Salary and Benefits for Educational Technology Specialist	Pro Development	1	$68,294	$68,294
10% Annual Salary and Benefits for Principal (CIO)	Pro Development	1	$11,917	$11,917
2610.490 BOCES educational Media and Library Automation Services	Services	1	$32,680	$32,680
2630.000 Computer Aided Instruction	Services	1	$16,567	$16,567
2110.450 BOCES, and Other Computer Supplies	Supplies	1	$4,759	$4,759
2110.490 BOCES Services (Distance Learning)	Services	1	$19,660	$19,660
1680.000 Central Data Processing	Services	1	$91,739	$91,739
Data Protection Unit and Vault annual maintenance fee	Services	1	$3,926	$3,926
New computer workstations	Hard/Software	25	$919	$22,984
Total Technology Budget			**Total**	**$313,463**

Professional Development Expenditures	**Category**	**Qty**	**Price**	**Extended**
25% Annual Salary and Benefits for Technology Coordinator	Pro Development	1	$40,936	$10,234
25% Annual Salary and Benefits for Educational Technology Specialist	Pro Development	1	$68,294	$17,073
10% Annual Salary and Benefits for Principal (CIO)	Pro Development	1	$11,917	$11,917
50% Model Schools Coser	Services	1	$4,739	$4,739
ONC Professional Development	Services	1	$7,999	$7,999
Total Professional Development				**$51,963**

Appendix A
POLICY

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STUDENTS 7093

AUTHORIZED INTERNET USE POLICY

The South Kortright Board of Education believes that the Internet offers a valuable information resource to students, staff members, and other users. The District's goal in providing this service to students and staff is to promote educational excellence by facilitating resource sharing, innovation, and communication in connection with classroom assignments, advisory projects, and other teacher-directed activities.

It must be understood that it is virtually impossible to technologically limit access to services through the District's Internet connection to only those that have been authorized for the purpose of instruction, study, and research related to the curriculum. Parents/guardians are advised that a determined user may be able to gain access to services on the Internet which the District has not authorized for educational purposes. Parents/guardians assume this risk by consenting to allow their students to participate in the use of the Internet.

Every computer in the District having Internet access shall not be operated by a student unless Internet access from the computer is subject to filtering software. Such filtering software shall be designed and it shall operate so that content which is obscene, pornographic, or harmful to minors shall not be displayed. Such filtering software shall also be designed and it shall operate so that content or language which advocates or promotes violence or hatred against particular individuals or groups of individuals or promotes the superiority of one racial, ethnic, or religious group over another shall not be displayed.

All students who might wish to use the Internet must follow certain guidelines in order to use the Internet at South Kortright Central School.

The South Kortright Central School Board of Education does not sanction any use of the Internet that is not authorized by and conducted strictly in compliance with this policy and its regulations. Users who disregard the District's Authorized Internet Use Policy and Regulations may have their use privileges suspended or revoked and disciplinary and/or other appropriate legal action may be taken. Users who are granted access to the Internet through South Kortright Central School assume personal responsibility and liability, both civil and criminal, for uses of the Internet not authorized by the district.

Appendix B

INTERNET ACCEPTABLE USE REGULATIONS

Students, staff members and other users are responsible for good behavior on school computer networks just as they are in classrooms or school hallways. General school rules for behavior and communications apply. The network is provided for students, staff members, and others to conduct research and communicate with others for educational purposes only. Access to network services will be provided to students, staff members, and other users who agree to act in a considerate and responsible manner and who obtain the necessary signatures on the Internet Acceptable Use Agreement Form.

School computers are the property of the South Kortright Central School District. As such, any data or information stored on these computers is not considered private and all computer files may be accessed by District officials for any reason whatsoever.

All Web pages created by students and student organizations on the District's computer system will be subject to the same treatment as are district-sponsored publications such as school newspapers. Accordingly, the District reserves the right to exercise editorial control over such publications.

In addition, students, staff members, and others who use the Internet at South Kortright Central School must adhere to the following guidelines. If a District user violates any of these provisions, his/her account may be terminated and future access could be denied. The user may be subject to further disciplinary action.

The South Kortright Central School District network may not be used to:

- Participate in immoral conduct by accessing, viewing, uploading, downloading, storing, printing, posting, or distributing pornographic, obscene, or sexually explicit materials that use language or images that are inappropriate for minors or the educational process, as well as information or materials that could cause damage or danger of disruption.
- Transmit or receive obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language.
- Access, review, upload, download, store, print, post, or distribute materials that use language or images that advocate violence or discrimination toward other people that may constitute harassment or discrimination.
- Knowingly or recklessly post false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.
- Engage in any illegal act or violate any local, state, or federal statute or law.
- Vandalize, damage or disable the property of another person or organization, deliberately attempt to degrade or disrupt equipment, software or system performance by spreading computer viruses or by any other means, tamper with, modify or change the School District system's software, hardware or wiring, or take any action to violate the School District system's security, or disrupt

the use of the system by other users.

- Gain unauthorized access to information resources or to access another person's materials, information, or files without the implied or direct permission of that person.
- Change, copy, rename, delete, read, or otherwise access files or software not created by the user, without express permission.
- Reveal personal information about oneself or post private information about another person including, but not limited to, address, telephone number, school address, identification number, or repost a message that was sent to the user privately without permission of the person who sent the message.
- Gain unauthorized access to the School District system or any other system through the District's system.
- Violate copyright laws, or usage licensing agreements, or otherwise use another person's property without the person's prior approval or proper citation, including downloading, exchanging, copying, or installing unauthorized software of plagiarized works found on the Internet.
- Install any software unless it is approved for use in a class or curriculum or without the approval of the Network Administrator.
- Transmit material, information or software in violation of any District policy or regulations, the school behavior code, and/or federal, state and local law or regulation.
- Use the computer system for profit making, unauthorized commercial purposes, or financial gain unrelated to the mission of the School District.
- Use the computer system for political activity.
- Use the Internet for any purpose which would involve a monetary charge to the school.
- Use the computer for personal reasons, including the use of any "chat room", except during recreation under direct supervision of a staff member.
- Disable or attempt to disable filtering software. However, such filtering software may be disabled for bona fide research or other lawful purposes when the Superintendent has given written permission to disable the filtering software.
- Circumvent, bypass, or in any way defeat the effect of the content filtering system or any other network device.
- Access or attempt to access any site intentionally blocked by the district or use any means to defeat or circumvent content filtering systems used to filter those sites.
- Delete or mask any historical data, including but not limited to browsing history, cookies, temporary internet files, recent downloads and recent documents.

South Kortright Central School

October 2009
NYS Standards Alignment Math, Science, and Technology
Grade Level Goals: K-12

I=Introduced R=Reinforced C=Competency

		K	1	2	3	4	5	6	7	8	9	10	11	12
	Computer Use and Terminology													
MST 2 & 5	Launches a computer program	I	R	R	R	R	C	C	C	C	C	C	C	C
MST 5	Identifies monitor		I	R	R	R	C	C	C	C	C	C	C	C
MST 5	Identifies keyboard	I	R	R	R	R	C	C	C	C	C	C	C	C
MST 5	Identifies CPU (central processing unit)						I	R	C	C	C	C	C	C
MST 5	Identifies printer	I	R	R	R	R	R	R	C	C	C	C	C	C
MST 5	Identifies scanner						I	R	C	C	C	C	C	C
MST 5	Identifies computer communication	I	R	R	R	R	C	C	C	C	C	C	C	C
MST 5	Identifies digital camera	I	R	R	R	R	C	C	C	C	C	C	C	C
MST 5	Identifies laser disc player	I	R	R	R	R	C	C	C	C	C	C	C	C
MST 5	Identifies laser light pen	I	R	R	R	R	C	C	C	C	C	C	C	C
MST 2	Uses basic computer vocabulary (see appendix A)						I	R	R	R	C	C	C	C
MST 2	Uses advanced computer vocabulary (see appendix A)									I	R	C	C	C
MST 5	Assembles computer system (components)						I	R	R	R	R	C	C	C
MST 2	Is aware of school networking/software						I	R	R	R	R	C	C	C
MST 2,CDOS 3A	Selects appropriate hardware for given task							I	R	R	R	C	C	C
MST 2, CDOS 3A	Selects appropriate software for given task						I	R	C	C	C	C	C	C
MST 5	Understands a virus						I	R	R	C	C	C	C	C
MST 2	Uses information provided on screen to operate a program	I	R	R	R	R	R	R	C	C	C	C	C	C
MST 5	Identifies input-output memory processing						I	R	R	C	C	C	C	C
MST 5	Discusses reasons for back-up procedures						I	R	R	C	C	C	C	C
MST 5	Demonstrates back-up procedure							I	C	C	C	C	C	C
MST 5,CDOS 3A	Identifies ways technology has changed the lives of people			I	R	R	R	C	C	C	C	C	C	C
MST 5, CDOS 3A	Identifies ways technology has impacted society			I	R	R	R	C	C	C	C	C	C	C
HPEFCS 3	Identifies roles of technology for variety of career areas						I	R	C	C	C	C	C	C
MST 5	Identifies computer as machine for work & play	I	R	R	R	R	C	C	C	C	C	C	C	C
MST 5, HPEFCS 3	Identifies uses of technology in community			I	R	R	C	C	C	C	C	C	C	C
MST 5	Writes a simple computer program										I	R	R	R

NYS Standards Alignment continued		K	1	2	3	4	5	6	7	8	9	10	11	12
	Computer Etiquette													
CDOS 3A	Discusses acceptable behavior -working near a computer	I	R	R	R	R	R	R	C	C	C	C	C	C
CDOS 3A	Demonstrates proper lab etiquette	I	R	R	R	R	R	R	C	C	C	C	C	C
MST 5	Demonstrates proper start-up and shut-down procedures			I	R	R	R	R	C	C	C	C	C	C
MST 5	Demonstrates proper care of diskettes and CD's	I	R	R	R	R	R	C	C	C	C	C	C	C
MST 5	Demonstrates respect of computer work of others			I	R	R	R	C	C	C	C	C	C	C
SS 1	Is aware of rights of ownership of individual work			I	R	R	R	R	C	C	C	C	C	C
SS 1	Explains copy-right laws			I	R	R	R	C	C	C	C	C	C	C
SS 1, MST 5	Knows consequences of disobeying copyright laws						I	R	C	C	C	C	C	C
SS 1	Discusses reasons for security measures (password, lock-out)					I	R	R	C	C	C	C	C	C
	Keyboarding													
MST 2, 5, CDOS 3B	Identifies home row characters (a, s, d, f, g, h, j, k, l, ;)					I	R	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Identifies other keyboard characters (not home row)					I	C	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Maintains hand control over home row					I	C	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Maintains hand control over keyboard					I	C	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Demonstrates proper reaches for alphabet keys					I	C	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Uses numbers, space bar and enter key	I	R	R	R	R	R	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Uses shift key		I	R	R	R	C	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Uses delete, and arrow keys		I	R	R	R	C	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Uses punctuation keys and caps lock			I	R	R	C	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Identifies shift command			I	R	R	C	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Uses keyboard commands (alt, control, window keys)						C	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Demonstrates proper spacing, after words, punctuation			I	R	R	C	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Demonstrates proper position in front of the keyboard		I	R	R	R	C	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Maintains eyes on copy, not keyboard						C	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Demonstrates proper touch-typing techniques						C	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Uses shortcuts in programs						C	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Keyboard 25 wpm with no more than 3 errors, 3 minutes						I	C	C	C	C	C	C	C
MST 2, 5, CDOS 3B	Keyboard 40 wpm with no more than 3 errors, 3 minutes													
	Researching (software and Internet)													
ELA 2, MST 2, 5, HPEFCS 3	Locates research resources						I	R	C	C	C	C	C	C
ELA 2, MST 2, 5, HPEFCS 3	Analyzes data found from research						I	R	R	R	C	C	C	C
ELA 2, MST 2, 5, HPEFCS 3	Determines accuracy/relevancy of primary source						I	R	R	R	C	C	C	C
ELA 2, MST 2, 5, HPEFCS 3	Determines accuracy/relevancy of secondary source						I	R	R	R	C	C	C	C
ELA 2, MST 2, 5, HPEFCS 3	Locates specific information		I	R	R	R	R	R	R	R	C	C	C	C
ELA 2, MST 2, 5, HPEFCS 3	Identifies keywords for research				I	R	R	R	R	R	C	C	C	C
ELA 2, MST 2, 5, HPEFCS 3	Downloads information						I	R	R	R	C	C	C	C
ELA 2, MST 2, 5, HPEFCS 3	Retrieves downloaded information (uploading)						I	R	R	R	C	C	C	C
ELA 2, MST 2, 5, HPEFCS 3	Eliminates excess information from research						I	R	R	R	C	C	C	C
ELA 2, MST 2, 5, HPEFCS 3	Recognizes scams													
ELA 2, MST 2, 5, HPEFCS 3	Recognizes bias and opinions													
ELA 2, MST 2, 5, HPEFCS 3	Readability of primary source													
ELA 2, MST 2, 5, HPEFCS 3	Readability of secondary source													
ELA 2, MST 2, 5, HPEFCS 3	Understands "And", "or", "But" keywords (boolean)													
ELA 2, MST 2, 5, HPEFCS 3	Understands spooling							I	R	R	C	C	C	C
ELA 2, MST 2, 5, HPEFCS 3	Understand queue							I	R	R	C	C	C	C
ELA 2, MST 2, 5, HPEFCS 3	Accesses websites		I	R	R	R	C	C	C	C	C	C	C	C
CDOS 1	Performs college career searches						I	R	R	C	C	C	C	C
ELA 2, MST 2, 5, HPEFCS 3	Uses up-to-date authoritative resources						I	R	R	C	C	C	C	C
ELA 2, MST 2, 5, HPEFCS 3	Clarifies information from research							I	R	R	C	C	C	C

NYS Standards Alignment continued		K	1	2	3	4	5	6	7	8	9	10	11	12
	Word Processing/Desktop Publishing													
ELA 1, MST 2, 5	Identifies basic word-processing terminology	I	R	R	R	R	R	R	R	R	C	C	C	C
ELA 2, MST 2, 5	Identifies advanced word-processing terminology						I	R	R	R	C	C	C	C
ELA 1	Enters ideas about topic on computer			I	R	R	C	C	C	C	C	C	C	C
ELA 1, MST 2, 5	Demonstrates proof reading techniques					I	R	R	R	R	C	C	C	C
ELA 1, MST 2, 5	Uses of tab key to mark paragraphs					I	R	R	R	R	C	C	C	C
ELA 1, MST 2, 5	Uses word wrap						I	R	R	R	C	C	C	C
ELA 1, MST 2, 5	Uses "enter" key				I	R	C	C	C	C	C	C	C	C
MST 2, 5	Demonstrates scrolling						I	R	C	C	C	C	C	C
ELA 1, MST 2, 5, ARTS 1	Demonstrates ways to enhance text						I	R	R	R	C	C	C	C
ELA 1, MST 2, 5	Uses spell-check						I	R	R	R	C	C	C	C
ELA 1, MST 2, 5	Uses Grammar check for appropriate software						I	R	R	R	C	C	C	C
ELA 1, MST 2, 5	Uses electronic thesaurus						I	R	R	R	C	C	C	C
ELA 1, MST 2, 5, ARTS 1	Identifies difference between graphic and text						I	R	R	R	C	C	C	C
ELA 1, MST 2, 5, ARTS 1	Uses meaningful graphics appropriate to documents						I	R	R	R	C	C	C	C
ELA 1, MST 2, 5, ARTS 1	Inserts clip-art						I	R	R	R	C	C	C	C
ELA 1, MST 2, 5, ARTS 1	Inserts graphics from a variety of sources						I	R	R	R	C	C	C	C
ELA 1, MST 2, 5, ARTS 1	Integrates graphics and text to produce documents						I	R	R	R	C	C	C	C
ELA 1, MST 2, 5	Demonstrates Copy and paste						I	R	R	R	C	C	C	C
ELA 1, MST 2, 5	Demonstrates text justification						I	R	C	C	C	C	C	C
ELA 1, MST 2, 5, ARTS 1	Uses software for banners and greeting cards						I	R	R	C	C	C	C	C
ELA 1, MST 2, 5, ARTS 1	Uses of borders for publishing						I	R	R	C	C	C	C	C
ELA 1, MST 2, 5	Formats a disk						I	R	R	C	C	C	C	C
ELA 1, MST 2, 5	Understands bmp, gif, bif, (file extensions)						I	R	R	R	C	C	C	C
ELA 1, MST 2, 5	Understands Wizards						I	C	C	C	C	C	C	C
ELA 1, MST 2, 5	Saves on a disk						I	R	R	C	C	C	C	C
ELA 1, MST 2, 5	Saves on a hard drive				I	R	R	R	R	C	C	C	C	C
ELA 1, MST 2, 5	Decompresses data when hard drive is full													
ELA 1, MST 2, 5	Compresses data							I	R	R	C	C	C	C
ELA 1, MST 2, 5	Uses a zip drive													
ELA 1, MST 2, 5, ARTS 1	How to crop an image							I	R	R	C	C	C	C
ELA 1, MST 2, 5	Integrates applications (mail-merge)							I						

		K	1	2	3	4	5	6	7	8	9	10	11	12
	Communication Links													
ELA 1, 4, MST 2, 5, 7, HPEFCS 3, SS 3,	Interprets electronic mail							I	R	R	C	C	C	C
ELA 1, 4, MST 2, 5, 7, HPEFCS 3, SS 3,	Creates and responds to e-mail						I	R	C	C	C	C	C	C
ELA 1, 4, MST 2, 5, 7, HPEFCS 3, SS 3,	Designs a web page										I	R	C	C
ELA 1, 4, MST 2, 5, 7, HPEFCS 3, SS 3,	Identifies how tele-computing promotes (e-mail)							I	R	R	C	C	C	C
ELA 1, 4, MST 2, 5, 7, HPEFCS 3, SS 3,	Uses library on-line catalog													
ELA 1, 4, MST 2, 5, 7, HPEFCS 3, SS 3,	Accesses bulletin board services													
ELA 1, 4, MST 2, 5, 7, HPEFCS 3, SS 3,	Accesses News database													
ELA 1, 4, MST 2, 5, 7, HPEFCS 3, SS 3,	Defines telecommunications							I	R	R	C	C	C	C
ELA 1, 4, MST 2, 5, 7, HPEFCS 3, SS 3,	Identifies telecommunications													
ELA 1, 4, MST 2, 5, 7, HPEFCS 3, SS 3,	Discusses proper use of Internet						I	R	C	C	C	C	C	C
ELA 1, 4, MST 2, 5, 7, HPEFCS 3, SS 3,	Explains school policy for Internet use						I	R	R	R	C	C	C	C
ELA 1, 4, MST 2, 5, 7, HPEFCS 3, SS 3,	Demonstrates and gathers info from e-mail													
ELA 1, 4, MST 2, 5, 7, HPEFCS 3, SS 3,	Integrates applications						I	R	C	C	C	C	C	C
ELA 1, 4, MST 2, 5, 7, HPEFCS 3, SS 3,	Participates in Video-conferencing						I							
ELA 1, 4, MST 2, 5, 7, HPEFCS 3, SS 3,	Accesses on-line homework													

NYS Standards Alignment continued		K	1	2	3	4	5	6	7	8	9	10	11	12
	Multi-Media													
ELA 1,2,3,, MST 2, 5, 7, ARTS 1,2	Introduces hypermedia programs						I	R	R	C				
ELA 1,2,3,, MST 2, 5, 7, ARTS 1,2	Creates a two-card stack for hypermedia programs													
ELA 1,2,3,, MST 2, 5, 7, ARTS 1,2	Creates a five-card stack for hypermedia programs						I	R	R	C	C			
ELA 1,2,3,, MST 2, 5, 7, ARTS 1,2	Creates a ten-card stack for hypermedia programs							I	R	C	C			
ELA 1,2,3,, MST 2, 5, 7, ARTS 1,2	Organizes stack in a sequential order						I	R	R					
ELA 1,2,3,, MST 2, 5, 7, ARTS 1,2	Imports graphics from CD-ROM						I	R	R	C	C	C	C	C
ELA 1,2,3,, MST 2, 5, 7, ARTS 1,2	Imports charts from word-processor													
ELA 1,2,3,, MST 2, 5, 7, ARTS 1,2	Uses buttons to create links between cards							I	R	R	R	C		
ELA 1,2,3,, MST 2, 5, 7, ARTS 1,2	Animates an object												C	C
ELA 1,2,3,, MST 2, 5, 7, ARTS 1,2	Uses digital cameras						R	R	C	C	C	C	C	C
ELA 1,2,3,, MST 2, 5, 7, ARTS 1,2	Uses scanner						I	R	R	C	I	R	R	C
ELA 1,2,3,, MST 2, 5, 7, ARTS 1,2	Manipulates and imports data using scanner						I	R	C	C	I	R	R	C
ELA 1,2,3,, MST 2, 5, 7, ARTS 1,2	Manipulates and imports data using digital cameras						I	R	C	C	I	R	R	C
ELA 1,2,3,, MST 2, 5, 7, ARTS 1,2	Manipulates and imports data using clip-art						I	R	C	C	C	C	C	C
ELA 1,2,3,, MST 2, 5, 7, ARTS 1,2	Presents multimedia project at grade level					I	R	R	R	C	C	C	C	C

		K	1	2	3	4	5	6	7	8	9	10	11	12
	Database										C	C	C	C
MST 1,2,5,7	Knows database terms													
MST 1,2,5,7	Enters information into pre-designed database										C	C	C	C
MST 1,2,5,7	Searches and sorts using database										C	C	C	C
MST 1,2,5,7	Designs project- specific database										C	C	C	C
MST 1,2,5,7	Creates labels													
MST 1,2,5,7	Deciphers directory tree													
	Spreadsheets							I	R	R	C	C	C	C
MST 2, 5	Knows spreadsheet terms							I	R	R	C	C	C	C
MST 2, 5	Enters data into pre-designed spreadsheet							I	R	R	C	C	C	C
MST 2, 5	Sets up and enters data into spreadsheet							I	R	R	C	C	C	C
MST 2, 5	Enters calculations into spreadsheet							I	R	R	C	C	C	C
MST 2, 5	Edits data in spreadsheet							I	R	R	C	C	C	C
MST 2, 5	Creates graphs using chart wizard							I	R	R	C	C	C	C
MST 2, 5	Demonstrates more complex graphing							I	R	R	C	C	C	C
MST 2, 5	Calculates, sorts and interprets spreadsheet info							I	R	R	C	C	C	C

Notes