

HF-L District Teaching, Learning & Technology Plan

September 2009- June 2012

Envision the Future: Preparing Students Today for Tomorrow!

The focus of the Honeoye Falls-Lima School District is to improve teaching and student learning. The development of technology literacy is one component in the overall growth and development of 21st century learners. When used effectively, technology enhances the teaching and learning process. Technology breaks down the geographical boundaries allowing for human collaboration and cooperation both locally and globally.

Technology resources will be pervasive for teachers and students and will be used to enhance productivity, communication, research, problem solving, decision-making and creativity. Instructional strategies will accommodate the learning styles of all individuals. Teachers are facilitators of learning and help students become life-long learners who can access and ethically use information and choose appropriate tools based on real world tasks. As future leaders, our students will use their skills and knowledge to contribute to the good of society.

Superintendent of Schools: Dr. Michelle Kavanaugh
Board Of Education President: Dr. Richard Rasmussen

District Teaching Learning and Technology (TLT) Committee:

Assistant Superintendent for Instruction (ASI) Co-Chair-Renee Williams, Director Technical Support Services Co-chair-Cindy Gorley, Director of Finance & Operations-Ed Johnson, Instructional Technology Support (ITS) representatives: Lima- Tammy Pulver, Manor- Linda Romig, Middle-Bill Smith, High-Maggie Emens, K-5 Coordinator of Teaching & Learning -Lisa Moosbrugger, Library Media Specialists(LMS)-Brett Daggs, Alicia DiFranco Teaching staff: Lima-Stacey Tisa and Justine Fancher, Manor- Tricia Crabbe and Steve Denaker, High- Ken Goold and Dave Ghidiu, Building Administrators: Lima-Jeanine Lupisella, Manor-Dan McCarthy, Middle-Shawn Williams, High- David Roth, PTA-Dick Gatto, Community- Chris Carosa, , Board of Education (BOE) Members- Hal Gaffin and Gary Stottler, HS Student- Nick Paulson

Goals and Responsibilities of the District TLT committee:

- Represent all stakeholders within the District, including classroom teachers from each building, District and School Administrators, Technology and Curriculum staff, Community, PTA and Board Members
- Develop a process to establish a District vision and direction for the effective use of technology in the teaching and learning process
- Develop a 3-year District Teaching, Learning and Technology Plan addresses the philosophy of use, resources, infrastructure, staff development, curriculum integration and accountability that includes 1-year action steps
- Oversee the implementation of the District Teaching Learning and Technology plan and provide support to the Building Teaching Learning and Technology committees
- Utilize world class, best practices and innovations in teaching, learning and technology initiatives to continue to improve student achievement
- Provide effective communication of the committee's actions to BOE, staff, PTA and community, and appropriate District committees such as Leadership Team Teaching and Learning Council, School Improvement Teams, etc.
- Develop and implement strategies to showcase the results of teaching, learning and technology initiatives in the District
- Problem-solve District issues related to teaching, learning and technology
- Recommend budget priorities for teaching, learning and technology based on building and District needs
- Explore and suggest administrative solutions to District administration that will promote effective use of technology

Summary of Our 3 Year Goals

These goals are attended to through the yearly action plans that follow. These plans are reviewed and adjusted throughout the school year and evaluated every summer to be responsive to student and teacher needs, as well as emerging technologies.

Curriculum & Instruction Goals

1. Update technology scope & sequence in alignment with the ISTE Standards & 21st Century Skills
2. Assess and evaluate student performance to adjust curriculum and instruction
3. Enhance knowledge and understanding of technology related curriculum, instruction and resources through effective communication among classroom, home and community members

Staff Development Goals

1. Identify, anticipate and provide staff development needs based on:
 - Curriculum
 - Technology Scope and Sequence
 - District, State and National Standards
 - Assessment and variety of inputs
 - Professional Development Plan
2. Use and employ the ISTE (International Society for Technology in Education) teacher and administrative standards as benchmarks to demonstrate fundamental teaching, learning and technology competencies (http://cnets.iste.org/teachers/t_stands.html) (<http://www.21stcenturyskills.org>)

Resources Goals

1. Provide access to varied and current technology resources to achieve the District's vision
2. Provide the necessary human resources to support the effective infusion of technology resources in teaching and learning
3. Develop partnerships to provide special support and resources to enable Teaching Learning and Technology (TLT) Plan implementation

Accountability Goals

1. HF-L School District will provide the community opportunities to become familiar with the District Technology Vision
2. District TLT will oversee the planning, revising and implementation of the District TLT Plan
3. Each building Principal along with their building TLT committee will implement the District TLT Plan in their respective buildings
4. Teachers will provide students with the technology skills necessary to support the District Technology Plan and Vision
5. Students will show mastery of required skills and use technology in a responsible and ethical manner

**HONEOYE FALLS-LIMA CENTRAL SCHOOL DISTRICT
District TLT (Teaching, Learning & Technology) Plan**

FOCUS AREA: Curriculum & Instruction

Goals:

1. Update Technology Scope & Sequence in alignment with the ISTE Standards & 21st Century Skills
2. Assess and evaluate student performance to adjust curriculum and instruction
3. Enhance knowledge and understanding of technology related curriculum, instruction and resources through effective communication among classroom, home and community members

| Strategies | Activities/Actions | Who | Time Frame | Evaluation |
|---|---|----------------------------|----------------------------------|---|
| Goal 1 & 2: Provide teachers with updated benchmarks to support technology infusion in curriculum | <ol style="list-style-type: none"> 1. Investigate software to make teacher use of the Technology Scope & Sequence easier 2. Update the Technology Scope & Sequence 3. Share Technology Scope & Sequence with Staff | Building ITS LMS ASI | November 2009 | -Completed & Shared Scope and Sequence |
| Goal 3: Provide the technology tools to showcase student work | <ol style="list-style-type: none"> 1. Showcase student work to allow parents & community an opportunity to understand the value and use of technology in curriculum and instruction | Building ITS LMS ASI | September 2009 – June 2010 | -More student work on webpages, blogs, wikis, etc |

FOCUS AREA: Staff Development

Goal:

1. Identify, anticipate and provide staff development based on needs:
 - Curriculum
 - Technology Scope & Sequence
 - District, State and National Standards
 - Assessment and variety of inputs
 - Professional Development Plan
2. Use and employ the ISTE (International Society for Technology in Education), teacher and administrative standards as benchmarks to demonstrate fundamental teaching, learning and technology competencies (http://cnets.iste.org/teachers/t_stands.html) (<http://www.21stcenturyskills.org>)

| Strategies | Activities/Actions | Who | Time Frame | Evaluation |
|---|---|--|----------------------|---|
| Goal 1 & 2: Provide a variety of opportunities for staff to develop technology skills for communication | <ol style="list-style-type: none"> 1. Training in communication tools, such as: Office, Lotus Notes, website development, email etiquette, and ethical use of technology, School Tool, AVATAR, Moodle/Kajour, blogs, wikis, and other communication software 2. Information on web 2.0 skills and ways to connect with students using these skills | -ITS -Technology Services Director -Assistant Superintendent -BOCES trainers -Turn key internal trainers | July 2009- June 2010 | -Number of attendees -Evidence and integration/use of tools -Survey feedback -Employ ISTE standards |
| Goal 1 & 2: Provide opportunities for staff to develop up to the minute technology skills for instruction | <ol style="list-style-type: none"> 1. Training in instructional tools, such as: MP3 players, jump drives, camcorders, podcast, video conferencing, virtual fieldtrips, movie making, animation software, tablet PCs, interactive white boards, and software programs <ul style="list-style-type: none"> • ethical use of technology • opportunities to learn about emerging technologies and their impact on student learning | -ITS -Technology Services Director -Assistant Superintendent -BOCES trainers -turn key trainers | July 2009- June 2010 | -Number of attendees -Evidence and integration/use of tools -Survey feedback -Senior Exit survey results -Employ ISTE Standards |
| Goal 1 & 2: Provide training opportunities for staff to learn how to implement use of district software for time efficiencies | -Training in: Avatar, School Tool Gradebook, Data Mentor, IEP Direct, Guidance Direct, SubFinder, on-line building use forms, QueCenter for work orders, RTIm | -ITS -Principals -Technology Director | July 2009- June 2010 | -Evidence of training -Use of tools -Employ ISTE Standards |

FOCUS AREA: Resources

Goals:

1. Provide access to varied and current technology resources to achieve the District's vision
2. Provide the necessary human resources to support the effective infusion of technology resources in teaching and learning
3. Develop partnerships to provide special support and resources to enable Teaching Learning and Technology (TLT) Plan implementation

| Strategies | Activities/Actions | Who | Time Frame | Evaluation |
|---|--|--|---------------------------|--|
| Goal 1 & 2: Continue to adequately fund technology needs and support staff | <ol style="list-style-type: none"> 1. Maintain accurate database of available technology resources and supports 2. Anticipate and plan for future needs 3. Continue to update long term plan 4. Seek grants and other creative funding opportunities 5. Review number of staff available to support hardware & software implementation in offices and classroom 6. Investigate available free resources to supplement or replace area of technology need | Director of Tech Services Director of Finance DTLT Teachers | September 2009- June 2010 | -Accurate Inventory Database -Updated long-term plan -District Technology Budget -Grants applied for/received -Number of staff -Frequency & Response time |
| Goal 3: Seeks ways to partner with outside organizations to collaborate and share resources | <ol style="list-style-type: none"> 1. Increase communication with outside organizations such as: BOCES, other area districts, universities, technology vendors, community to gain exposure to the latest technology resources 2. Increase the utilization of distance learning opportunities 3. Utilize student's technology knowledge to educate staff | Director of Tech Services Director of Finance DTLT Teachers Students | September 2009- June 2010 | -Use of Polycom -Listing of partnerships and students' involvement |

FOCUS AREA: Accountability

Goals:

1. HF-L School District will provide the community opportunities to become familiar with the District Technology Vision
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3. Each building Principal along with their building TLT committee will implement the District TLT Plan
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| Strategies | Activities/Actions | Who | Time Frame | Evaluation |
|--|---|--|---------------------------|---|
| Goal 2 & 3: Provide opportunities for DTLT and BTLTs to implement the plans | <ol style="list-style-type: none"> 1. Use of the DTLT meeting times to review progress 2. To support building TLTs with time needed to implement the plan | ASI Director of Tech Services | September 2009- May 2010 | -Review of the Action Steps within the DTLT Plan |
| Goal 1: Provide various opportunities for the community to experience student technology accomplishments | <ol style="list-style-type: none"> 1. Explore and implement ways to infuse technology education in current parent events such as: Open House, Parent University, Cougar Creations, Rites of Passage, Parent Conference, etc. 2. Use of District Website | Teachers ITS LMS Principals | September 2009 – May 2010 | -Listing of how technology was infused -Increased information regarding events |
| Goal 4: Provide teachers with updated benchmarks to support technology infusion in curriculum | <ol style="list-style-type: none"> 1. Share updated Technology Scope & Sequence with staff and provide support to allow it to be embedded in their 2010-11 instruction | ITS LMS Building Principal | November 2009- May 2010 | -Student work -Observations -Walk through -Co-teaching opportunities |
| Goal 5: Increase awareness of ethical and responsible use of technology | <ol style="list-style-type: none"> 1. Reviewing and enforcing the District AUP | ITS LMS Building Administration Staff | September 2009- June 2010 | -Signed AUPs -Student discipline reports on AUPs misuse |