

HUDSON CITY SCHOOL DISTRICT

TECHNOLOGY PLAN

September 2008 – June 2011

Updated June, 2009

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I. TECHNOLOGY COMMITTEE MEMBERS

Amanda Bagnato, Ph.D. Co-Chair	Assistant Superintendent	District
Terry Harcleroad Co-Chair	Computer Technology Coordinator	District
Julie Bolduc	Teacher	Greenport School
Mark Brenneman	Associate Principal	Hudson Middle School
William Clark	Network System Manager	District
Nicole DeDominicis	Transportation/Registrar	District
Kim DelPrincipe	Teacher	Hudson Middle School
Douglas Fenson	Teacher	Hudson High School
Carol Gans	Principal	John L. Edwards School
George Keeler	Buildings & Grounds Superintendent	District
Kathy Keeler	School Library Media Specialist	Hudson Middle School
Andrew Millar	School Library Media Specialist	Greenport School
Sean Mulvey	Teacher	Hudson High School
Judy Roehr	School Library Media Specialist	Hudson High School

II. DISTRICT OVERVIEW

The Hudson City School District Hudson, New York 12534

The enlarged Hudson City School District was formed in 1966 by incorporating the City of Hudson and eleven adjoining school districts into one school system. The district has an enrollment of 2000 students, who are housed in four buildings: high school, middle school and two elementary schools. One elementary school is also the site for the Alternative Learning Program (ALP). The professional staff consists of 236 teachers with a support staff of 167. Students in grades K-12 reflect a mix of urban, rural and suburban populations.

Our facilities include an indoor pool, tennis courts and outdoor fields, creative play areas on school grounds, auditoriums and stages for school and community events.

Our geographic location on the Hudson River between the Catskills and Berkshire Mountains provides access to a bountiful array of year round activities including hunting, fishing, skiing, ice-skating, hiking, historical sites and the beauty of upstate New York living. Yet we are within easy commuting distance, via the Taconic Parkway, NYS Thruway, Massachusetts Turnpike or Amtrak, to the cities of Albany, New York City, Hartford, CT and Boston, MA, Montreal, Canada, and the resort areas of the Catskill, Berkshire and Adirondack Mountains and the Hudson River Valley.

III. TECHNOLOGY VISION STATEMENT

For Our Students

Advancements in technology must be introduced into all areas of the curriculum, to assist in both accessing and presenting information as an instructional tool. As an area of study in its own right, technology becomes an important link to a vast array of modern career possibilities. The New York State Learning Standards require students to use technological skills to satisfy human and environmental needs.

For Our Teachers

Access to technology and on-going training must be provided for our teachers and instructional support staff. Increased instructional availability of technology will enhance effectiveness in the classroom. Additionally, teachers will benefit from increased efficiency in communication, organization, and record keeping.

For Our Administration

Our entire organization must take advantage of technology improvements in managing student and staff data and automation of daily operating procedures to enhance communication capabilities of the school community and the community at large.

For Our Community

The citizens of the Hudson City School District expect graduating students to be prepared for rewarding and productive lives. Integration of technology proficiency into curriculum is essential preparation for our students as they pursue higher education or enter the workforce.

For The Future

Advances in technology are occurring in quantum leaps. Computer technology equipment must be maintained and upgraded regularly to enhance student learning, staff productivity and district eligibility for sources of funding.

IV. TECHNOLOGY MISSION

The technology mission of the Hudson City School District, is to incorporate technology into our educational and administrative programs in order to:

- **Develop, articulate, expand and deepen our curriculum**
- **Prepare our school community for lifelong learning**
- **Meet and exceed NYS Learning Standards**
- **Efficiently and securely manage data and information for all**
- **Provide managed access to the global community**
- **Constantly monitor and evaluate the Technology Plan and its components to make it a true “living document”**

V. CURRENT ENVIRONMENT INFORMATION TECHNOLOGY

A. ADMINISTRATION

- **Central administration offices at the Hudson High School site are linked to a central server located in the data center. Offices have been upgraded to current versions of Microsoft Office, with some offices also using programs specific to their particular needs.**
- **A Lucent Definity Audix telephone system with the Hudson Middle School as its hub, connects all telephones throughout the district via a fiber optic connection to each building.**
- **Paging systems at Hudson High School, Hudson Middle School, and John L. Edwards School have been upgraded.**
- **A centralized IT (Information Technology) department provides help desk support to all district staff.**
- **A Wide Area Network (WAN) encompassing the entire district is fully operational. All administrative areas have network and internet access.**
- **The district maintains a comprehensive website which is regularly updated.**

B. HUDSON HIGH SCHOOL

Computers are available for students and staff use in two computer labs, the library media center, and classroom clusters. Access to internet and school district network is available at all teacher and student stations. The new technology wing houses a full computer lab, comprised of a wireless notebook cart with 30 laptops. There are also 2 more laptop carts in the HS Library to teachers to sign out on a rotating basis. HHS currently has twenty one Promethean Active Boards and fourteen Smartboards.

The library media center participates in an on-line data sharing system through Questar III which provides access to collections of all participating school library media centers. Students now conduct searches through the computer rather than the card catalog.

C. HUDSON MIDDLE SCHOOL

Access to internet and school district network is available at all teacher and student stations. Three classrooms have Promethean Boards. Two laptop carts are available to teachers on a rotating basis.

The Middle School Library Media Center is automated and participates in an on-line data sharing system, which allows access to other collections within participating school library media centers.

Computers are available for student and staff use in three computer labs, in the library media center, and classroom clusters. A small lab is also located in the technology department.

D. GREENPORT ELEMENTARY SCHOOL

Greenport staff and students have access to a computer lab, the library media center and a few student stations. A laptop cart is also available to teachers on a rotating basis. Students are given regular instruction in a computer lab. Students are instructed in basic keyboarding, word processing and multi-media research applications, publishing and internet. Access to internet and school district network is available at all teacher stations.

There is a cluster of internet connected PCs which is available for staff and student research. Three classrooms have Promethean Boards.

E. JOHN L. EDWARDS ELEMENTARY SCHOOL

John L. Edwards has a computer lab with internet and network access. Computers are also available in the library media center. Access to internet and the school district network is available at all teacher and student stations through wired and wireless access.

There is a cluster of internet connected PCs which is available for staff and student research. One classroom has a Promethean Board.

F. ALTERNATIVE LEARNING PROGRAM (ALP)

The Alternative Learning Program (ALP) has one laptop cart available. ALP also has two small labs of desktop computers and has access to the computer lab and library media center.

VI. GOALS

The purpose of our Technology Plan is to support the following goals of the district-wide Technology Committee:

- Integrate the use of technology into instruction to enhance student achievement across all curriculum areas**
- Build awareness of technology connections with all areas of curriculum, particularly in compliance with the New York State Learning Standards**
- Provide students with direct training in a variety of technology-based applications**
- Strengthen relationships with families and the community by effectively communicating our progress and sharing our facilities**
- Obtain sufficient and appropriate hardware and software to support these goals**
- Provide for routine maintenance, recycling and replacement of equipment and software**
- Maintain a district website with news, current and upcoming events, policies and emergency closure information which can be easily accessed by the public, students, and staff**
- Maintain a district computer network for communication and data management**
- Implement and maintain administrative data systems for all areas of information management**
- Improve parent/guardian school communication via the internet, Parent Connect and the Connect Ed systems**
- Continue to improve, upgrade and expand the library media centers' automation system, including the elementary schools**

VII. ACTION PLAN

A. TRAINING

- **Continue to provide training in technology for staff on an ongoing basis through staff development, the Questar III Model Schools Programs and other training opportunities**
- **Provide students with instruction in network basics and appropriate internet use**

B. CURRICULUM

- **Provide training and review basic network procedures, appropriate internet use, and opportunities to develop computer knowledge and skills**
- **Continue refinement of all district curricula with an emphasis on incorporating technology into instructional delivery**
- **Extend technology curriculum to provide students with direct training in a variety of technological applications**

C. COMMUNICATIONS RESTRUCTURING

- **Maintain the district website with news, current and upcoming events, calendar, emergency closing events, BOE policies and other pertinent information**
- **Controlled network access will be available for all trained staff**
- **District wide staff email is accessible on any district networked computer and from off-site PCs**
- **Training on Parent Connect is offered on an on-going basis**

D. HARDWARE / SOFTWARE

Year 1

- **Install more classroom computer clusters (using repurposed or donated PCs)**
- **Implement wireless laptop carts into more areas**
- **Load Adobe suite of products for new Web Design curriculum, art classes, video/sound editing and creating PDF files for form distribution**
- **Install networked printers in cluster areas (giving students ability to print in room)**
- **Add Digital projectors and/or smart boards to computer labs and library media centers**
- **Update computer physical inventory with live database (see Appendix B)**

Year 2

- **Begin PC replacement plan for high use areas, such as computers labs, library media centers (See Appendix A) *Put on hold due to budget cutbacks**
- **Begin Software Upgrade Plan. For example: move everyone to MS Office 07, to be installed on all computers *Put on hold due to budget cutbacks**
- **Continue to add digital projectors and/or Promethean Boards into more classrooms**
- **Change our Student Management System from SASI (slated for discontinuation in August 2010) to eSchool Data. Transition to be completed for July 1, 2010**

Year 3

- **Begin PC replacement plan for high use areas, such as computers labs, library media centers**
- **Begin Software Upgrade Plan. For example: move everyone to MS Office 07, to be installed on all computers**
- **Upgrade and/or replace district file servers (5+ years old at this point)**
- **Continue to add digital projectors and/or Promethean Boards into more classrooms**
- **Explore mobile technology and wireless connection to student management systems**

E. INFRASTRUCTURE

Year 1

- **Upgrade more network closets with fiber optic links to the building's core switches**
- **Install new H.S. core switch in the renovated IT dept/Server Room in the Buildings and Grounds area**

Year 2

- **Expand new H.S. core switch to become core switch for entire district**
- **Continue upgrading network closets with fiber optic links to the building's core switches**
- **Investigate using print servers to enhance monitoring of network printers throughout the district**

Year 3

- **Focus on student accessibility to computers based on wireless networking feasibility**

F. SUPPORT AND MAINTENANCE

Years 1 - 3

- **Provide the necessary support and maintenance to insure the protection of the district's investment in information technology and to guarantee that faculty, students and staff are granted the maximum opportunity to secure the benefits of the investment.**

G. EVALUATION

Year 1 - 3

- **E-mail based electronic survey to poll faculty and staff regarding frequency and types of use of technology as an instructional tool**
- **Survey students in grades 5, 8 and 10 computer courses, to ascertain their level of mastery of basic computer applications and their exposure to technology, as part of their learning experiences**

VIII. FUNDING

A. E-RATE

A yearly application will be submitted for the purpose of obtaining e-rate assistance in Priority 1 (telephone, LAN and WAN charges from telco or internet providers) and Priority 2 (internal hardware/infrastructure requests).

B. FEDERAL GRANTS

Staff training opportunities can be funded through a combination of federal grant monies and district funds. Portions of Title II and Title VI grants can be applied toward this crucial staff development.

C. QUESTAR III (BOCES) AID

Participation in Questar III's Model Schools Program qualifies the district for staff training in technology integration in classroom instruction. It also allows teachers to participate in a variety of curriculum related workshops and mini-courses at minimal cost. Through Model Schools, additional hardware and infrastructural purchases are state aidable through Questar III purchases.

By contracting for service and support through Questar III, or requesting a cross-contract through them, the district receives BOCES aid on student data management system expenses. The district can purchase certain software packages through the same mechanism and receive BOCES aid on the ongoing maintenance costs of our library media centers' automation systems.

The district currently contracts with Questar III for the data warehousing data analysis services and information technology maintenance.

D. STATE AID FOR SOFTWARE

The software allocation for 2007-2008 is \$31,653.

E. DISTRICT FUNDING

The district will assume responsibility for the non-subsidized portion of technology expenses.

Appendix A

An introductory note on Hudson City School District's Technology End of Life-Cycle Management Strategy

HCSD seeks to manage technology assets on a defined life-cycle based upon the type of technology. Some life cycles are extended when academically justified:

Asset	Life Cycle	End of Life Protocol
Personal Computers	5-year replacement	*Repurposed/Recycled
File Servers	5-year replacement	*Repurposed/Recycled
LAN/WAN gear	5-year replacement	*Repurposed/Recycled
Whiteboards	5-year replacement	*Repurposed/Recycled
Printers	4-year replacement	*Repurposed/Recycled
Lab/Library Media Center PCs	3-year replacement	*Repurposed/Recycled
Projectors	3-year replacement	*Repurposed/Recycled
Cameras	3-year replacement	*Repurposed/Recycled
Accessories	3-year replacement	*Repurposed/Recycled

*HCSD's goal in repurposing computer equipment is multifaceted:

- We strive to keep the most current technology available in the areas of highest use, i.e., the computer labs, library media centers and specialty labs (science lab, tech wing);
- When equipment is replaced with newer technology, or when donated computers are acquired, they will be cleaned up, reprogrammed and reassigned to areas where computer equipment is needed, such as teacher stations or student classroom clusters;
- Finally, at the end of its usable life cycle, equipment will be either auctioned, donated or recycled.

Appendix B

HCSD Computer Inventory

(As of June 09)

Building	Servers	Printers	Promethean	Switches	PCs
			Boards		
HHS	15	25	21	13	277
HMS	6	12	3	10	230
JLE	1	10	1	6	105
GPT	2	10	3	4	91
ALP		7			32
District Office		15			19
Total	24	79	28	33	754

** These figures change continuously as new equipment is purchased and refurbished throughout the year.*