INSTRUCTIONAL TECHNOLOGY PLANNING

WELCOME

NYSED Instructional Technology Plan Survey

This presentation provides planning guidance, timelines, keys for success, and general information about the NYSED required Instructional Technology Plans.

There will be a new administrator webinar for individuals new to this planning process or to serve as a fresher for those who just need a reminder of what is involved. August 18, 2021 2:00 – 3:00.

July 30, 2021

LHRIC

NYS ED .gov

Timeline

REQUIRED

- Plan coverage period is July 1, 2022 – June 30, 2025

- 2022-2025 Survey is available in the SEDDAS business portal.(http://www.p12.nysed.gov/seddas/seddashome.html)

- New administrator webinar Wednesday August 18, 2021 2:00 – 3:00. Recording will be available after the event.

- Plans are due to LHRIC for review in the SEDDAS portal no later than April 15, 2022.

- Final district plans approved by the LHRIC review committee must submitted in the SEDDAS portal by June 30, 2022.

Survey Section Categories

I.   **District LEA Information**

II. **Strategic Technology Planning**

III. **Goal Attainment**

IV. **Action Plan**

V.   **NYSED Initiatives Alignment**

VI. **Administrative Management Plan**

VII. **Sharing Innovative Educational Technology Programs (optional)**

Changes/Additions

- Plan coverage period is 2022 – 2025 Builds on prior three-year plan (2018 – 2021). 2021/22 extension granted by SED due to pandemic.

- New questions and focus related to:

  - changes in plans as a result of pandemic.

  - attainment AND measurement of plan goals.

  - goal attainment to ensure equitable learning "all the time, everywhere."

  - how the plan addressed the needs of students experiencing homelessness and/or housing insecurity.

- Additional drop-down choices for target populations aligned with each goal.

Helpful Tips

- Prior plans are in the "outbox" in the SEDDAS technology plan section of the portal.

- While access may be granted to other individual(s) for completing plan information, district superintendents are responsible for plan submissions in the portal.

- The SED Guidance document includes all sections and questions the district will be required to answer. Early review of this document by relevant parties will be helpful.

- Some sections may require information from individuals other than the person completing the survey. Allow ample time for collecting this information.

Helpful Tips (continued)

- Include as much stakeholder participation as possible as early as possible in the process. (building level, district level, parent, students, other subgroups)

- Build a draft plan outside of portal (Google Docs or MS Word) to ensure no data is lost.

- Align plans to district strategic plan.

- Reach out to peer groups or LHRIC for assistance if you are new to the process.

LHRIC staff are available for consultation by phone or email at no charge. Longer onsite consultation is available for individual, small group, or committee work with advance booking. Per diem rates will apply for commitments over 1 hour.

July 30, 2021

Common Errors to Avoid

Historically, district technology plans have been returned by the review committees or NYSED for a variety of reasons. Most of these are easily avoidable, see below:

- The questions being asked aren't answered completely or with enough detail.

- Information provided in Sections II, III, IV are not consistently and completely brought forward into Sections V and VI. (e.g., actions and dollars identified in *Section IV - Action Plans* are not also represented in the *Section VI Administrative Management Plan* [budget]).

- Links provided from district website and/or district policy portals do not work outside of the district (public facing) or they do not work at all.

- Final information isn't proofread thoroughly, and Information is lost when cutting and pasting from other documents into portal.

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Guidance

- **NYSED Guidance Document:**
  http://www.nysed.gov/common/nysed/files/programs/edtech/2022-25-itp-template-with-guidance.pdf

- **NYSED Website: http://www.nysed.gov/edtech/2022-2025-itp-resources-districts**

- **SEDDAS Portal (NYSED Business Portal)**
  Log in credentials to the portal must be granted by the school district superintendent.:
  https://portal.nysed.gov/abp

- **USNY Technology Plan - http://www.nysed.gov/edtech/usny-technology-plan**

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Contact Information

- Questions related to the SEDDAS monitoring system should be directed to the district superintendent.

- Information about entitling users can be found on the NYSED Technology Planning Website: http://www.nysed.gov/common/nysed/files/programs/edtech/quick-guide-entitling-users-to-sed-monitoring-system-ed-tech.pdf

- For questions, clarification, or LHRIC consulting services, please contact:
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July 30, 2021