

INSTRUCTIONAL TECHNOLOGY PLANNING

WELCOME

NYSED Instructional Technology Plan Survey

This presentation provides planning guidance, expectations, timelines, and general information about the NYSED required Instructional Technology Plan.

Follow along using the LHRIC Tech Planning Resource Page:

https://www.lhric.org/groups/83036/technology_planning/technology_planning



Timeline

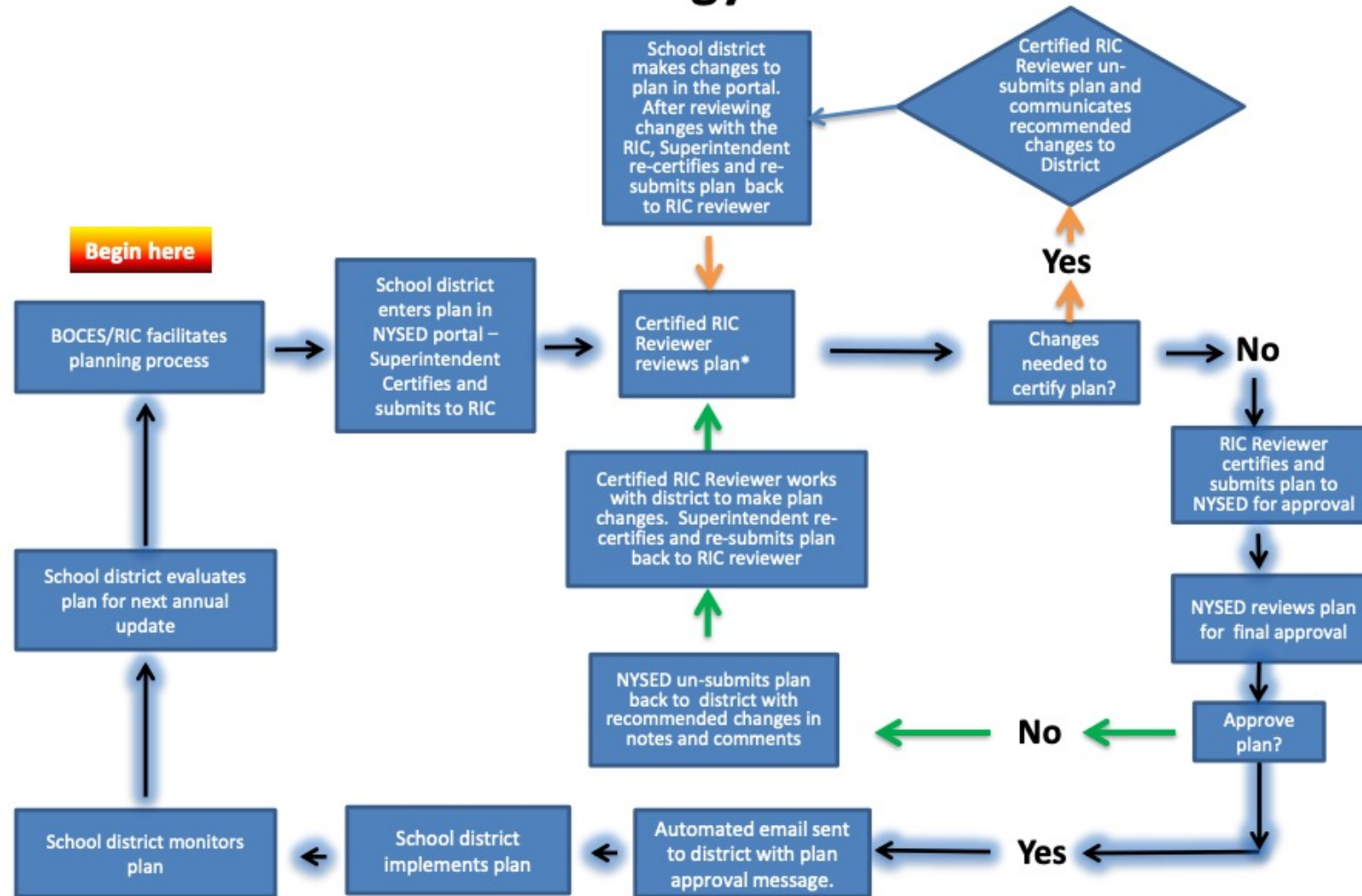
REQUIRED

- Plan coverage period is July 1, 2022 – June 30, 2025
- Survey available in the SEDDAS business portal now.
- Plans due to LHRIC for review no later than April 15, 2022.
- Districts final plan that includes any LHRIC corrections or edits must be in the SEDDAS portal by June 30, 2022.

RECOMMENDED

- Begin working with planning committee(s) as early as possible.
- Build draft plan outside of portal to ensure no data is lost.
- Submit to LHRIC on or before April 15, 2022.

Instructional Technology Plan Review Process



*Please note: This process may vary slightly by region and does not apply to the Big 5 school districts.

The NYSED Instructional Technology Plan Survey

Access in SEDDAS Application Business Portal

- Access the survey tool in the NYSED SEDDAS Business Portal.
- Access is granted to designated individuals by the school district Superintendent. Your District business official and/or Superintendent are usually familiar with this process. The RICs and NYSED can not grant access to individuals in this system.
- Inside SEDDAS, you need access to the SED Monitoring and Vendor Performance System to get to the technology plan survey tool. Be sure you are given the correct permissions to enter data.

The link to the NYSED guidance to this process is located on the SED website and LHRIC Resource page.

NYSED GUIDE LINK

<https://tinyurl.com/m5hrj4a6>

Survey Section Categories

- I. District LEA Information**
- II. Strategic Technology Planning**
- III. Goal Attainment (NEW)**
- IV. Action Plan**
- V. NYSED Initiatives Alignment**
- VI. Administrative Management Plan**
- VII. Sharing Innovative Educational Technology Programs (optional)**

Key Points

- Plan coverage period is 2022 – 2025 Builds on prior three-year plan (2018 – 2021). 2021/22 extension granted by SED due to pandemic.
- New - related to plan changes in response to COVID.
- New - questions/emphasis related to attainment AND measurement of plan goals.
- New – additional target populations added aligned with each goal.
- New – expanded questions related to goal attainment to ensure equitable learning “all the time, everywhere.”
- New - expanded questions about how the plan addressed the needs of students experiencing homelessness and/or housing insecurity.



Steps for Success

1. Designate individual(s) responsible for facilitating the planning process,
2. Ensure individual(s) have access to plan survey tool in the SEDDAS Business Portal,
3. Read through survey guidance document carefully. Identify any sections that need to be directed to other staff, and make note of questions or clarification that need follow up,
4. Determine process for stakeholder involvement and feedback,
5. Make a copy of survey questions to begin building a draft working document to record responses. Avoid using the portal for initial data recording as data can be lost.
6. Enter all completed information in portal and proofread for completeness. Save and submit to RIC for review inside portal. Superintendent needs to take this step.

Common Reason Plans are Returned

- 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,
- Information is lost when cutting and pasting from other documents into portal.
- Final information isn't checked thoroughly inside the portal before submitting,

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.

Key Points About Plan Submission

- Prior plans are in the “outbox” in the SEDDAS portal and should be posted on the district website which is required by the plan process.
- While access may be granted to another individual, district superintendents are responsible for the submissions to the portal.
- Guidance document on SED website includes all sections and questions the district will be required to answer.
- Some sections may require information from district staff other than the person completing the survey. Allow time for collecting this information.

The logo for LHRIC (Local Health Resources Improvement Council) features the letters "LHRIC" in a bold, dark blue serif font. A thin yellow circle is positioned behind the letters, partially encircling them.

Questions?



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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LHRIC Technology Plan Review Committee:

- Leslie Accardo
- Mary Lynn Collins
- Kathleen Conley
- Sarah Martabano
- Madalyn Romano

Webinar Video Link:

https://lhric-org.zoom.us/rec/share/7YTd4ZaOOrA5HehQ566moJ33sow52eXJfeuP3s-vRZ_2hZh6pBONUnEYfoRBUg.M_BidCfwzS1X1er