MILLBROOK CENTRAL SCHOOL DISTRICT

TECHNOLOGY PLAN

March 2004

Millbrook Central School District
PO Box AA
Millbrook, New York 12545

Millbrook Central School District

Administration

W. Michael Mahoney, Superintendent of Schools
Kurt Robb, Business Administrator
Karen Fitzgerald, Elm Drive Elementary School Principal
Ilyne Weinberg, Alden Place Elementary School Principal
Jeff Matteson, Millbrook Jr/Sr High School Principal
Cynthia Dewey, Director of Pupil Personnel Services
Brian Fried, Millbrook Jr/Sr High School Assistant Principal

Board of Education

Thomas M. Hurley, President
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Bruce Boissey
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DEMOGRAPHIC PROFILE

The Millbrook Central School District is located in the geographical center of Dutchess County. It has an area of 80 square miles in a rural/suburban setting. The district is comprised of 1198 students who are housed in three buildings: Elm Drive Elementary School, Grades K-2; Alden Place Elementary School, Grades 3-6; and the Junior/Senior High School, Grades 7-12.

District-Wide	Administrators	7
	Students	1198
	Teachers	93
	Support Staff	72
Ethnic Statistics	Black (Non-Hispanic)	29
	Asian or Pacific Islander	16
	Hispanic	44
	White	1,109
Annual Budget for 2003-2004		$15,459,438
Millbrook Jr/Sr High School	Students (Grade 7-12)	560
	Teachers	42
Alden Place Elementary	Students (Grade 3-6)	389
	Teachers	29
Elm Drive Elementary	Students (Grade K-2)	249
	Teachers	21

BACKGROUND

During the 1993/94 school year, The Board of Education approved the formation of the District Technology Committee and charged it with the responsibility for developing a long range district-wide technology plan which would address the District's current and future educational and administrative needs and the District Master Plan vision regarding the educational use of technology. The committee was made up of teachers from each school, parents from each school, administrators, and business and community leaders. (See appendix I) The plan is revised each school year during budget planning and with input from teachers, administrators and building leadership teams.

Specifically, the Committee was given eight specific tasks:

1. Develop a District Technology Mission Statement which identifies the role of technology in meeting the District's current and future classroom and administrative needs.

2. Gather and analyze broad based data regarding the District's current technology problems, needs, and status, including an inventory.

3. Develop strategies and solutions that are necessary to address the District's needs and problems and to fulfill the District's technology mission.

4. Determine what hardware and software are best suited to implement the strategies and solutions.

5. Develop an implementation process which includes a cost analysis, a recommended series of steps or phases for implementation (including a time line), and a recommendation for the staff training that will be necessary.

6. Develop a means to measure the success of the plan.

7. Explore possible alternative methods of funding.

8. Present the long range technology plan to the Board of Education at a public meeting.

CURRENT STATUS – March 2004

STATUS OF INSTRUCTIONAL TECHNOLOGY

The Elm Drive Elementary School has a computer lab consisting of 22 Dell Win 98 Networked computers and one teacher workstation. The Lab is supervised by a full-time Library Media Specialist. Students in each classroom are scheduled to use the lab one time a week for thirty minutes. The lab is also available for use by individual classes. Each classroom at Elm Drive has at least 4 computers for student and teacher use. All the computers are networked to a Local Area Network (LAN) and a wide area network (WAN). Special education and remedial classrooms have 1 –2 computers for student and teacher use and are networked. Currently, there are two network servers running at Elm Drive. The older computers are running under an ICLAS management system and the Win 95 and 98 computers are running under Visual Casel. All classrooms are equipped with a color inkjet printer. Also located at Elm Drive are 5 Title III multimedia computer setups containing the following: 1 Dell computer with CD-ROM, color inkjet printer, zip drive. The building also has several digital cameras, a scanner and several projection systems. Also, software CD's have been purchased for the classrooms that correlated to the current Math and Reading Series being used at Elm Drive.

The Alden Place Elementary School has a computer lab consisting of 29 Dell Win XP networked computers plus one multimedia teacher workstation with CD and DVD burning capabilities and digital video editing. The lab also has a scanner and projection system for whole group lessons. There is also a color inkjet printer located in the lab. Students in grades 3 –6 are scheduled to use the lab one time a week. The lab is also used by the class on a signup basis to do research and projects. Each classroom at Alden Place has two or more computers for student and teacher use. The library is equipped with 8 Dell Win 95 and 98 multimedia computers and one color inkjet printer for research purposes. All computers are networked to a Local Area Network (LAN) and Wide Area Network (WAN).

Special education and remedial classrooms have 1 – 4 computers for student and teacher use and are networked. Currently at Alden Place the old computers are running under an ICLAS management system. All classrooms are equipped with a color inkjet printer. Also located at Alden Place are five Title III multimedia setups containing the following: 1 Dell computer with CD-ROM, color inkjet printer, zip drive. The building also has several still digital cameras, scanners, and projection systems for classroom use. Software CD's have been purchased for the classrooms that correlate to the current science series being used by Alden Place.

The High School has two computer labs. One lab has 27 Dell Windows 98 computers and the other lab has 24 Dell Windows 98 computers. The computers are networked to a Local Area Network (LAN) and a Wide Area Network (WAN) and are running under the Visual Casel management system. A variety of software is used for instruction including Microsoft Office Pro 97. The labs are equipped with laser printers, two zip drives, one color printer and a scanner. Also available is a LCD projector for whole group instruction either in the lab or n classrooms. The lab is used for the following scheduled classes: Accounting, Consumer Math and Keyboarding. The labs are also used

by other departments that want to have students use computers during class. Students also have access to the labs to work independently.

The High School Library has five Dell Win 98 computers which are networked and have CD-ROM capabilities. In addition, all of the classrooms at the high school have at least one networked computer and a color inkjet printer.

Another use of instructional technology is to be found in the Distance Learning Room at the High School. This facility allows students to study a course with students in other locations which is taught interactively by a teacher in one of the locations. The Distance Learning Room is equipped with television transmission and reception equipment, audio-visual equipment, computer and a facsimile machine.

District wide, all the electrical wiring is upgraded and fiber optic and copper network cabling has been installed in all the buildings to anticipate adding more computers and further networking. At present, we are in the process of upgrading the district infrastructure from token ring to ethernet systems which provide security of technology equipment. Also a new district wide phone system has been installed. The district is also embarking on IP Video conferencing and has 3 Video conferencing units, one per building. This technology allows for collaboration between classes in the district as well as other districts.

There exists in the district extensive software both stand alone and networked. Most of the software is meant to be integrated into the curricula. Integration of technology is used throughout the district in various ways. Software programs are in use in the Elementary Schools that correlate with and enhance the Reading, Math and Science series. The use of Internet research and Web Quests are directly related to the subject content and PowerPoint presentations are used by students and teachers to present subject matter.

The district has also implemented the SASIxp (Schools Administrative Student Information System). This program helps educators manage, analyze, and report extensive data at school and district levels while saving time by eliminating repeated data entry. SASIxp captures the data and creates the reports one needs to meet state and NCLB requirements. Flexible scheduling to meet the needs of any school ensures a smooth and successful academic year, and paperless classroom attendance for teachers means accurate funding for one's district.

The SASIxp program is running on Citrix Servers located in the High School and is accessible from all of our buildings in the district.

There is a full-time technology coordinator in the district. The job description for this position is found in the Appendix III.

An inventory of District hardware and software is found in the Appendix IV.

STATUS OF STAFF DEVELOPMENT

The staff development program at the district has evolved from one that dealt initially with basic training to use computers, and the local area network, to one that is driven by a logical alignment with developments in technology as well as by the individual needs of classroom teachers. From the initial efforts to learn software programs some years ago, the district has transitioned to a systemic look at staff development that has engaged the faculty in such worthwhile efforts as reviewing and understanding the National Educational Technology Standards for Teachers and for Students. The review and examination was done district-wide in a Superintendent's Conference Day in order to establish the culture that a solid understanding of the Technology Standards, as published by the International Society for Technology in Education (ISTE), might lead to more informed decisions about integrated instruction.

The district also participates in the Model School Program CO-SER through Dutchess BOCES. This service allows us to tap effective staff development training that supports integration, both on-site or at BOCES BETA. Our district has consistently purchased additional training days, beyond the base service, in order to maximize training opportunities for our staff. This model, combined with in-house training provided by our Technology Coordinator, or key-training opportunities offered by our own teachers, has allowed us to participate in multiple training opportunities – each customized to our needs.

In addition to these specialized opportunities, our teachers and staff members have also participated in the following kinds of conferences and seminars related to technology that have been funded by the district:

- On-line application demonstrations
- Forensic Science Strategies
- Achieving Curricular Objectives through visual learning/technology
- NYSCATE CONFERENCE: Practical Technology for Practically Everybody
- National Renaissance Conference: Accelerated Reader/Accelerated Math
- NYSCATE 2003 –Learning Without Boundaries
- TI 83 Graphing Calculator Applications
- IP Video Conferencing
- Microsoft Office Power Pack
- NY Talks Follow-up
- Excel Seminar
- Advanced MS Excel XP
- Sibelius Notation Software Training
- School Library Media Specialist Conference
- AP Math Specialty Conference
- Classroom Applications of Video Editing Training
- Best Practices Using Data

VISION OF THE FUTURE

The Committee, recognizing that it is necessary to have a vision which establishes the role of technology in supporting the District's present and future educational and administrative needs, took on the task of developing a Technology Mission Statement.

It was realized that the Technology Mission Statement must reflect the District Mission Statement and the District Master Plan's Standards of Excellence - especially Standard III. In so doing, the vision of technology's role keeps in focus and is congruent with the educational priorities and standards that have been identified for the entire educational program of the District.

TECHNOLOGY MISSION STATEMENT

Technology will be used to improve the Millbrook Central School District's ability to achieve and surpass its mission and its commitment to the education of its students by:

- *Promoting teacher facilitated and active student centered learning.*
- *Complementing individual teaching strategies.*
- *Improving student skills necessary for problem solving, critical and creative thinking, and decision making.*
- *Enhancing curriculum beyond the physical limits of existing facilities and providing access to global information resources.*
- *Providing continuing opportunities for all students and staff to increase the understanding of technology necessary for life long learning and success.*
- *Providing equitable access to and distribution of appropriate technology for the entire school and community.*
- *Providing for cost effective technological modification, improvement and flexibility.*
- *Enhancing the community's knowledge of the use of technology in the Millbrook Central School District.*

VALUED PRINCIPLES

Several very significant principles provide the basis for this technology plan:

1. Technology is and will continue to be used as a tool to foster and develop teaching strategies and methodologies which place emphasis on the teacher as a facilitator or catalyst for learning and on the student as an active learner. This type of learning is characterized by active exploration, cooperative group activities, and individualized instruction.

2. The major goal of the educational use of technology is to support the development of skills for creative and critical thinking, for decision making, and for problem solving. Software programs which turn instruction into an electronic basal or worksheet are inconsistent with this vision for the educational use of technology.

3. Technology is and will continue to be integrated into the curricula of all program areas. Consequently, it is available in all classrooms, labs, and libraries, and thus is accessible to all students and staff. Technology is and will continue to be used as a tool to assist students in achieving success with the State and District's Content and Performance Standards.

4. Extensive and intensive development and training has been provided to staff members who are to be actively engaged in applying the use of technology to their instruction and the training is ongoing.

PROFESSIONAL TECHNOLOGY GOALS

I. TEACHER GOALS

A. The teachers need appropriate on-going training on order to:

1. Be confident and reasonably self-sufficient in the use of equipment and programs.

2. Learn appropriate new teaching methodologies necessary for the integration of technologies into the curricula.

3. Understand the role of technology, as expressed in the Technology Mission Statement, when it is integrated into the classroom and curricula.

4. Integrate technology and curricula with the New York State Learning Standards and with the District's Content and Performance Standards.

5. Use E-mail effectively for professional communications.

6. Be able to use computers, scanners, digital cameras, videos and software to assist students in preparing multimedia presentations.

7. Use Internet resources for professional development and to assist students in using the Internet effectively in learning.

8. Participate in staff development opportunities within the district and outside the district to enhance their understanding of intergrating instructional technology with the teaching of Learning process.

9. Implement new technologies to enhance the learning process. Examples are electronic networking, video conferencing an caucusing.

II. ADMINSTRATION AND SUPPORT STAFF GOALS

A. Administration and Support Staff will:

1. Integrate technology into their daily tasks.

2. Use E-mail effectively for professional communications.

3. Use computers, scanners, digital cameras, videos and software to assist them with the creation of multimedia presentations and publications.

4. Use Internet resources for professional information gathering.

5. Participate in staff development opportunities within the district to enhance their knowledge of technology.

I. INSTRUCTIONAL/CURRICULAR GOALS

A. Technology should be integrated into and expand the existing curricula in each regular classroom, school and subject areas.

B. There needs to be a sufficient number of computers in each classroom to achieve the need mentioned above.

C. Technology needs to be used to improve:

1. Reading and writing skills.
2. Word processing skills.
3. Keyboarding skills.
4. Math skills.
5. Thinking skills.
6. Problem solving skills.
7. Information gathering skills.
8. Programming skills.
9. Use of spreadsheets and databases.
10. Awareness of the importance of technology skills in employment.

E. There should one fully equipped networked lab in each of the Elementary Schools which is properly ventilated.

F. The libraries should be computerized and networked for internal and external information gathering and research.

G. Video editing equipment should be available to support curricula and instruction.

CURRENT NEEDS

I. HARDWARE NEEDS

A. There is a continual need to upgrade the hardware and infrastructure within the district to keep up with the new emerging technologies.

1. Increased Internet use.
2. Online courses.

3. Integration of voice, video and data services.

4. Web-based applications.

B. There is a need to upgrade from token ring technology to ethernet technology to improve performance, as the number of new computers increase in the district.

C. All new upgrades should have provisions for inter-operability, when possible, with the existing technologies in the district.

IV. SOFTWARE NEEDS

A. The staff needs to be provided with continued opportunities to review software alternatives that are available for instructional planning and evaluation.

B. Software must be provided that teachers select as the most appropriate or effective for the enhancement of their teaching and which supports the Technology, District, and School Mission Statements.

C. Updated software must be made available to accommodate computer programming classes.

Classes.

D. Instructional Management Software should be standardized throughout the district. (Visual Casel 4.0)

V. ACADEMIC AND ADMINISTRATIVE INFORMATION GATHERING AND PROCESSING NEEDS

A. There needs to be a networked student information database system available to the instructional and administrative staffs.

B. A means should be available to electronically report student grades.

C. There needs to be administrative support including hardware, software, training, and maintenance in order to improve communication.

D. The Guidance Department should have technological support (including hardware, software, training, and maintenance) to improve its services.

VI. FACILITY NEEDS

A. The capability for cable television should be available in all classrooms.

B. Large screen projection of computer and television images should be available.

C. Technological applications for facility and environmental management should be explored.

VII. FUNDING NEEDS

There needs to be on-going budget line items for each school for equipment, software, training, maintenance, and personnel.

VIII. COMMUNITY NEEDS

A. There should be public access to the District's technology facilities.

1. Provide access to technology in buildings for literacy programs.

2. Offer basic computer courses for Senior Citizens.

3. Provide Internet access to citizens who do not have access at home.

IMPLEMENTATION DESIGN

DISTRICT

1. Every attempt should be made to take advantage of state aid for technology expenditures that result from involving BOCES in the purchasing of services and equipment. (On-Going)

2. Building Leadership Teams, after evaluating the current integration of technology, will make recommendations to the administration on ways to expand the curriculum integration and the staff development to carry out that curriculum integration. (On-Going)

3. Future Staff Development training will focus on curriculum integration strategies. There will be a specific attempt to move from hardware and software applications to implementation strategies designed to improve student achievement at all levels. (On-Going)

4. District personnel need to utilize standards for selection of software. Software at various levels must dovetail and be articulated K – 6 and 7 -12. It must also be compatible with the curricula and be consistent with the role of technology in education identified in the Technology Mission Statement. Teachers should take advantage of the DCBOCES ITS computer lab as a preview site for new software. There are a large number of software packages available for preview.

5. Building personnel should utilize student proficiency levels of computer use and applications for each grade level consistent with ISTE Standards.

6. The district should continue to fund staff development through the BOCES CoSers which provide training for teachers, administrators and school library personnel. These programs include:
   - A. Model Schools Program which provides staff development opportunities.
   - B. Technology Grants which provide staff development opportunities.
   - C. DCBOCES Instructional Services provides for technical training for SYSOPS.
   - D. Mid-Hudson Teachers Center encourages staff development activities.

7. An on-going review process should be established for the consideration of new technologies and products and to perform continuing evaluation of the District's technology inventory.

8. Establish a procedure to enable community participation in Technology Planning and in the use of District technology.

9. Expand High Speed Broadband capabilities to each of the district school offices.

10. The acquired technologies should contribute to equity for students and teachers and to student achievement in the following ways:

    A. There is hardware and software broadly available to all students at each building in the district.

    B. There are web-based applications and sites available for student to access in Grades K-12.

    C. Software reading and writing programs are available at each building to enable teachers to support student reinforcement and tutorial activities.

D. Teachers have the availability of web-based sites for student enhancement and reflection opportunities.

E. Parents and students can access web-based materials, identified by teachers, in order to reinforce classroom activities.

F. Teachers utilize specialized search engines and directories to help students develop resources for Web Quest investigations.

11. The district will rely heavily on the professional resources of BOCES for design and purchasing recommendations, on the Internet for print resources and on curricula vendors such as Scholastic (via Internet) for the assurance of effective and successful use of technology.

12. Continue working with private and parochial schools in the district to help them examine technology opportunities that enhance instruction. Provide opportunities for their educators to attend district sponsored Superintendent's Conference Days.

In order to continue to implement in each school the Districts' Valued Principles found on page 7 of this report, the following plans are in effect during the next several years:

ELM DRIVE ELEMENTARY SCHOOL

1. Expand high speed broadband capabilities to each of the district schools and offices.

2. Complete the transition from token ring technology to ethernet technology as older hardware items are replaced in individual classrooms.

3. Continue to examine opportunities to expand video conferencing units in individual classrooms.

4. Examine ways to increase mini-labs in classrooms to support the Accelerated Reader initiative from Renaissance Learning.

5. Replace the computer laboratory equipment in a manner consistent with the overall district hardware purchasing plan.

6. Continue to purchase multimedia computers for classrooms with hard drives and CD ROM capability.

7. Provide appropriate service contracts to maintain the newly installed building intercom communications systems.

8. Continue participation in instructional technology services through the BOCES which, in turn, support the implementation of NYS Learning Standards and Assessments.

9. With the potential opportunity to have permanent cellular services (cell tower) on the school campus, examine opportunities to expand wireless internet applications and improve security applications.

ALDEN PLACE ELEMENTARY SCHOOL

1. Expand high speed broadband capabilities to each of the district schools and offices.

2. Replace some outdated classroom computers (IBM Eduquests) with multimedia computers.

3. Continue to examine opportunities to expand video conferencing units in individual classrooms.

4. Continue participation in instructional technology services through the BOCES which, in turn, support the implementation of NYS Learning Standards and Assessments.

5. Provide funding to refurbish/replace the building intercom system.

6. Examine ways to increase mini-labs in classrooms to support the Accelerated Reader initiative from Renaissance Learning.

7. Replace the computer laboratory equipment in a manner consistent with the overall district hardware purchasing plan.

8. With the potential opportunity to have permanent cellular services (cell tower) on the school campus, examine opportunities to expand wireless internet applications and improve security applications.

9. Complete the transition from token ring technology to ethernet technology as older hardware items are replaced in individual classrooms.

MILLBROOK JUNIOR-SENIOR HIGH SCHOOL

1. With the successful bond referendum in March 2004, plan appropriate technology infrastructure and applications for a new high school to come on-line in the 2006-2007 school year.

2. Continue building-level training opportunities for new staff to become proficient in on-line grading and period by period attendance capabilities for the new SASIxp student management system from Pearson.

3. With the potential opportunity to have permanent cellular services (cell tower) on the school campus, examine opportunities to expand wireless internet applications and improve security applications.

4. Complete the transition in the Distance Learning Classroom from the Verizon TV-based system to the new generation IP Video System (Summer 2004).

5. For the 2004-2005 school year, replace one complete high school computer lab with upgraded hardware.

6. Transition the serviceable computers from the laboratory to individual classroom use in order to expand building capacity.

7. Continue participation in instructional technology services through the BOCES which, in turn, support the implementation of NYS Learning Standards and Assessments.

8. Introduce appropriate software at the middle level (Grades 6, 7, and 8) to roll out the Accelerated Mathematics program from Renaissance Learning.

ADMINISTRATIVE MANAGEMENT

1. Continue to provide adequate funding to support the Microsoft Outlook email communication network.

2. Continue funding streams to support adequate service levels for the Finance Manager Management System.

3. Install upgrades at the Distance Learning Room to transition the District to IP Video capability.

COMMUNITY, PUBLIC LIBRARIES AND NON-PUBLIC SCHOOLS

This is an ongoing project in collaboration with DCBOCES, Public Libraries and Non-Public Schools.

Public school districts through their participation in the Dutchess County BOCES Technology Literacy Challenge Fund (TLCF) Grant Consortia collaborated on several programs and projects with non-public schools and public libraries. These programs and projects enhance the capacity of homes, libraries, community-based organizations and others to support high standards for all

students.

The TLCF CELEBRATE Program is based on the premise that schools must collaborate effectively with families, community agencies, business, and government. The success of the program requires a degree of inter-organizational communication and cooperation focused on the shared goal of early literacy achievement. Organizations such as the Poughkeepsie YMCA, Literacy Volunteers of America, the 24 Dutchess County Libraries of the Mid-Hudson Library System, the Mid-Hudson Teacher Center at SUNY New Paltz, and Dutchess BOCES coordinate with schools to develop activities which better serve their constituents. This collaborative cooperates with area schools in the design and implementation of interdisciplinary units targeted to early literacy instruction.

This communications system has enabled a county-wide technology capacity for information gathering and problem solving. To ensure equity, three local public libraries currently without Internet access will be connected to the Dutchess County WAN providing access to the information superhighway to those families who may not have the technology in the home. Local, state, national, and international museums and cultural institutions are also linked providing information resources and virtual field trips, thus extending the walls of the classroom. Technical assistance for all partners was offered through on site and online mechanisms.

Twenty nonpublic schools participated in Dutchess County BOCES Technology Literacy Challenge Fund grant activities in the third year. Nonpublic schools were included in *all* grant-sponsored activities, and their accomplishments are consistent with those of the public schools. The nonpublic schools made extensive use of the on-site technical and instructional assistance offered through the TLCF grant and the Learning Technology grant. Dutchess BOCES worked with nonpublic schools in the preparation of technology plans required as part of the application for the Universal Fund Discount (E-Rate).

Through TLCF, attention of all partnering organizations is on how to support early learning and ensure students have high achievement in reading, writing, speaking and listening. This common focus helps to determine the technology and human resources needed to help children succeed.

Sharing is a clear focus of the CELEBRATE program. Teachers have developed an archive of learning experiences posted on the project's website and have shared what they learned in professional development sessions with their colleagues. Throughout the project teachers are given options as to the hardware and software they will be using. In turn, they are expected to develop and share standards-focused lessons integrated with technology. Each year every teacher is required to complete one Learning Experience and take it through the peer review process. The project distributes these through the web site found at http://www.dcboces.org. Professional development supports this by supporting team-building and constructivist approaches.

- Libraries For Early Literacy In Networked Environments - LIFELINES, Partners: Mid-Hudson Library System and its 24 libraries in Dutchess County, public and nonpublic Schools, and Dutchess BOCES.

  The LIFELINES web site links local libraries and schools. Originally conceived to assist students with homework, the project has been expanded to provide access to software, which the students have in their classrooms. The web site also provides a link between teachers and librarians to ensure that library resources are adequate for a given school project.

  In collaboration with the Mid-Hudson Library System and its 24 libraries, CELEBRATE will bring three public libraries without Internet access onto the Dutchess BOCES WAN. These libraries are in rural and inner city areas of Dutchess County. Additional computers and software would be added to at least two other public libraries. 6368 Model Schools Program CoSer staff would provide training for public librarians. In addition, funds would be provided to the Mid-Hudson Library System to expand and maintain the LIFELINES web site.

  Dutchess County schools and public libraries continued to receive Readers Digest mini-grants, which foster collaboration between schools and public libraries to promote reading and information literacy at the K-6 level. Last year, 10 mini-grants were awarded in Dutchess County. This collaboration has become a foundation upon which the TLCF expands. Furthermore, the Dutchess School Library System has received LSTA funds and state funding to be part of a Virtual Union Catalogue. The VUC enables all residents to search the resources of school and public libraries within Dutchess County as well as all of southeastern New York.

PROJECTED COSTS Over Next Three Years (2004-2007)

• Upgrade to new Distance Learning (IP Infrastructure)	$25,000 start-up costs
• Continue annual funding for hardware purchases	$75,000
• Upgrade T1 line from BOCES to a level II backbone connection which will provide 10Mgb service	$63,000 annually for 5-year contract
• Provide funding for technology infrastructure and hardware for a mew high school building (2006)	$380,000

FUNDING

1. The District will participate in various BOCES CoSers. Membership in these CoSers allows for participation in county wide technology purchases in the area of infrastructure, hardware, software and staff development.

2. The district will annually budget $75,000 for Educational Technology. Supplemental funds for administrative technology will be provided annually on an as needed basis.

3. Universal Funds- The district will file an application through BOCES to take advantage of the discount (E-Rate) program.

4. The District has formed the Millbrook Central School District Educational Foundation, Inc. as a 501 c-3 tax exempt organization. This entity has been responsible for providing funds for a new computer lab at Elm Drive Elementary School. We anticipate that the entity may assist with funding in the future.

EVALUATION

The evaluation of the Technology Program needs to focus on the educational goals of the District Mission Statement and on the goals of the Technology Mission Statement. These statements emphasize that integrating technology into the educational program involves the use of technology as a tool for communication and for problem solving, as an information network, and as a support for academic success and career success.

The following list of student outcomes, suggested by the State Education Department, should serve as a basis for the development of outcomes by the staff of each school. These outcomes identify skills students should have and be able to demonstrate at various grade levels. The degree to which they are achieved should provide the basis for measuring the success of the technology program.

TECHNOLOGY APPLICATIONS FOR EDUCATION LEVELS

Kindergarten	*	Learn specialized keys (Enter Key/Space Bar, ESC, Function Keys Etc.) on the keyboard to use age-appropriate software in preparation for reading and mathematics.
	*	Use audio and video programming to help develop social skills as well as to prepare for reading and mathematics.
Primary	*	Learn keyboarding skills by third grade.
	*	Do simple desktop publishing and word processing (tool software).

Intermediate	*	Refine keyboarding skills.
	*	Use integrated learning systems for skill acquisition.
	*	Use more sophisticated tool applications (databases/spreadsheets) for all curriculum areas.
	*	Use desktop publishing for newspapers and stories.
	*	Use graphics and music programs for creative expression.
	*	Produce elementary video productions.
	*	Produce elementary multimedia presentations.
	*	Use communications technologies (e-mail, electronic pen pals).
Middle	*	Use a rich array of tool applications targeted at content and skill acquisition and problem solving.
	*	Use temperature probes, timing devices, computer-assisted design, and robotics in technology education.
	*	Use the computer for word processing.
	*	Ongoing use of on-line databases, electronic mail, and conferencing.
	*	Use technology for library/media center research activities (CD-ROM databases, automated catalogue, microfiche, microfilm).
	*	Use foreign language software programs in classroom.
	*	Begin to develop multimedia productions/databases that integrate a variety of information in different forms (data, text, audio, motion).
	*	Present multimedia productions/products to peers and parents.
High School	*	Use technology to acquire skills, concepts, and subject competence to prepare for college or work, or both.
	*	Access databases of information for research and hypothesis testing.

* Use statistical programs and graphical tools for performing mathematical operations.

* Refine desktop publishing into highly attractive, readable formats (school yearbook, newsletter, publication).

* Use distance learning for limited enrollment courses.

* Produce sophisticated video productions and operate video broadcast studios.

* Use telecommunications for cross-cultural communications and information sharing.

* Upload/download files shared over networks.

* Present sophisticated multimedia productions.

* Use technology to capture and store all forms of assessment in each student's portfolio.

DISTRICT EVALUATION PLAN

The building leadership teams of each school will annually review these outcomes to determine the extent to which they have been achieved both as technology content standards for students and as best practices for teachers. Additionally, they will be evaluated in terms of the extent they have been beneficial to the teaching of content that is associated with the State and Local Content Standards. The use of standardized tests and the N.Y.S. School Report Card will be used to help make evaluations. Rubrics will be developed for the performance tasks for each of the above outcomes. The rubrics will be used to evaluate the quantity of students reaching acceptable performance levels and the quality of each performance. Finally, the District Professional Development Planning forum will be used as the annual checklist for suggestions and course corrections in response to new developments.

The following people have served on the Technology Committee between 1994 and 1998:

Alan Binder, Parent

Deborah Bodin, Parent

Gayle Bogue, Teacher

Christine Brady, Administrator

Vern Fish, Teacher

Alfred Genadry, Parent

David Grott, Teacher

Perry Hartswick, Parent

Judy Joyner, Teacher

Sally Knapp, Teacher

Kimberly Leo, Teacher

Kenneth Livingston, Parent

W. Michael Mahoney, Superitnendent

Dennis McGraw, Community Member

John Rudy, Parent

David Ruth, Community Member

Ann St. Germain, Administrator

Richard Shankman, Business Community Member

John Shanley, Teacher

Kyle Shoemaker, Teacher

Shirley Underwood, Technology Coordinator

Jonathan Wechsler, Teacher

Updates to the Original Technology Plan for the period 2004-2007 have been prepared by the District Technology Coordinator and the Superintendent of Schools, with the input and recommendations from a variety of teachers and administrators throughout the district.

FULL-TIME TECHNOLOGY COORDINATOR

JOB DESCRIPTION

Organizationally, the Technology Coordinator will report directly to the Superintendent of Schools. Functionally, within each school, the Technology Coordinator will report to the Building Principal.

General Responsibilities

1. Work cooperatively with administrators and staff to implement the District Master Plan for School Improvement and the District Technology Plan.

2. Advise and assist Principals in the development of their school technology budgets.

3. Advise the administration and teachers in the selection and purchase of technology equipment, material, and supplies for the District's instructional program.

4. Work as a resource person regarding technology for District staff.

Specific Responsibilities

1. Correlate computer materials and equipment with K-12 instructional programs.

2. Participate with administrators and school technology committees in the implementation of the Technology Plan.

3. Encourage staff and students in the use of technology.

4. Assist staff, students, and administrative personnel in identifying resources appropriate to their instructional and non-instructional needs.

5. Inform staff and administrators of appropriate materials, equipment, innovations, and current developments and research in the field of technology.

6. Attend conferences, when appropriate, to assist in keeping current with developing technology.

7. Prepare purchase orders for administrative approval.

8. Plan, coordinate, and offer staff development and training.

NETS for Students

Technology Foundation Standards for All Students

The technology foundation standards for students are divided into six broad categories. Standards within each category are to be introduced, reinforced, and mastered by students. These categories provide a framework for linking performance indicators within the Profiles for Technology Literate Students to the standards. Teachers can use these standards and profiles as guidelines for planning technology-based activities in which students achieve success in learning, communication, and life skills.

Technology Foundation Standards for Students

1 Basic operations and concepts
- Students demonstrate a sound understanding of the nature and operation of technology systems.
- Students are proficient in the use of technology.

2 Social, ethical, and human issues
- Students understand the ethical, cultural, and societal issues related to technology.
- Students practice responsible use of technology systems, information, and software.
- Students develop positive attitudes toward technology uses that support lifelong learning, collaboration, personal pursuits, and productivity.

3 Technology productivity tools
- Students use technology tools to enhance learning, increase productivity, and promote creativity.
- Students use productivity tools to collaborate in constructing technology-enhanced models, prepare publications, and produce other creative works.

4 Technology communications tools
- Students use telecommunications to collaborate, publish, and interact with peers, experts, and other audiences.
- Students use a variety of media and formats to communicate information and ideas effectively to multiple audiences.

5 Technology research tools
- Students use technology to locate, evaluate, and collect information from a variety of sources.
- Students use technology tools to process data and report results.
- Students evaluate and select new information resources and technological innovations based on the appropriateness for specific tasks.

6 Technology problem-solving and decision-making tools
- Students use technology resources for solving problems and making informed decisions.
- Students employ technology in the development of strategies for solving problems in the real world.

NETS for Teachers

Educational Technology Standards and Performance Indicators for All Teachers

Building on the NETS for Students, the ISTE NETS for Teachers (NETS•T), which focus on preservice teacher education, define the fundamental concepts, knowledge, skills, and attitudes for applying technology in educational settings. All candidates seeking certification or endorsements in teacher preparation should meet these educational technology standards. It is the responsibility of faculty across the university and at cooperating schools to provide opportunities for teacher candidates to meet these standards.

The six standards areas with performance indicators listed below are designed to be general enough to be customized to fit state, university, or district guidelines and yet specific enough to define the scope of the topic. Performance indicators for each standard provide specific outcomes to be measured when developing a set of assessment tools. The standards and the performance indicators also provide guidelines for teachers currently in the classroom.

1 TECHNOLOGY OPERATIONS AND CONCEPTS.
Teachers demonstrate a sound understanding of technology operations and concepts. Teachers:

- demonstrate introductory knowledge, skills, and understanding of concepts related to technology (as described in the ISTE National Education Technology Standards for Students)
- demonstrate continual growth in technology knowledge and skills to stay abreast of current and emerging technologies.

2 PLANNING AND DESIGNING LEARNING ENVIRONMENTS AND EXPERIENCES.
Teachers plan and design effective learning environments and experiences supported by technology. Teachers:

- design developmentally appropriate learning opportunities that apply technology-enhanced instructional strategies to support the diverse needs of learners.
- apply current research on teaching and learning with technology when planning learning environments and experiences.
- identify and locate technology resources and evaluate them for accuracy and suitability.
- plan for the management of technology resources within the context of learning activities.
- plan strategies to manage student learning in a technology-enhanced environment.

3 TEACHING, LEARNING, AND THE CURRICULUM.
Teachers implement curriculum plans that include methods and strategies for applying technology to maximize student learning. Teachers:

- facilitate technology-enhanced experiences that address content standards and student technology standards.
- use technology to support learner-centered strategies that address the diverse needs of students.
- apply technology to develop students' higher order skills and creativity.
- manage student learning activities in a technology-enhanced environment.

4 ASSESSMENT AND EVALUATION.
Teachers apply technology to facilitate a variety of effective assessment and evaluation strategies. Teachers:

- apply technology in assessing student learning of subject matter using a variety of assessment techniques.
- use technology resources to collect and analyze data, interpret results, and communicate findings to improve instructional practice and maximize student learning.
- apply multiple methods of evaluation to determine students' appropriate use of technology resources for learning, communication, and productivity.

5 PRODUCTIVITY AND PROFESSIONAL PRACTICE.

Teachers use technology to enhance their productivity and professional practice. Teachers:

- use technology resources to engage in ongoing professional development and lifelong learning.
- continually evaluate and reflect on professional practice to make informed decisions regarding the use of technology in support of student learning.
- apply technology to increase productivity.
- use technology to communicate and collaborate with peers, parents, and the larger community in order to nurture student learning.

6 SOCIAL, ETHICAL, LEGAL, AND HUMAN ISSUES.

Teachers understand the social, ethical, legal, and human issues surrounding the use of technology in PK-12 schools and apply those principles in practice. Teachers:

- model and teach legal and ethical practice related to technology use.
- apply technology resources to enable and empower learners with diverse backgrounds, characteristics, and abilities.
- identify and use technology resources that affirm diversity
- promote safe and healthy use of technology resources.
- facilitate equitable access to technology resources for all students.

USE OF COMPUTERS AND NETWORKED INFORMATION RESOURCES (INTERNET USE)

The Millbrook Central School District is committed to the optimization of student learning and teaching and therefore encourages the use of computers and networked resources, including the Internet (a global network made up of smaller contributing networks). The District encourages computer network use as an integral part of the curriculum. Through software applications, on-line databases, bulletin boards and electronic mail, the network will enhance educational experience and provide statewide, national, and global communication opportunities for staff and students.

Technology protection measures (i.e. filtering software) have been installed on networked computers with access to the Internet in order to protect against user access to images and materials that are obscure and child pornography (as those terms are defined under federal law), and in the case of users who are under age 17, additionally protect against access to images and materials that are harmful to minors as the term is defined under federal law. When access is needed for bona fide research or other lawful purposes, these technology protection measures may be disabled.

The use of school computers, software, network resources and/or the Internet for non-educational purposes such as for profit activity, personal business or illegal activity is prohibited.

Each student or staff member who wishes to use a school's network must establish a user (ID) account in order to assure the integrity of the network and Internet in the District. Each account holder must agree to act responsibly and to comply with this policy and the administrative procedures promulgated by the Superintendent of Schools regarding access to and use of computers and networked information resources. Therefore, prior to establishing a user account, each student and staff member must sign a user agreement. In the case of students, the student's parent or legal guardian must also sign the user agreement.

Any account user who, after due process has been afforded, is determined to have used the District's computers, networked information resources and/or the Internet in violation of this policy and its administrative procedures may have his/her user account suspended and/or revoked. Also, a breach of the terms of this policy and administrative procedures may result in disciplinary action consistent with applicable laws and regulations, the Student Code of Conduct and collective bargaining agreements. A breach of the terms of this policy and administrative procedures may further result in a referral to appropriate law enforcement officials where the breach involves suspected illegal or criminal activities.

Users acknowledge that in the course of using the Internet, there may occur interruptions in service, which may result in the loss of data, information or files. The District disclaims any and all responsibility for loss of data, information or files caused by such service interruptions.

Users shall not use the Internet for any purpose that would violate any District policy and/or regulation, or that would violate any State or Federal law or regulation.

Adoption Date: November 3, 1997
Revised: November 5, 2001

USE OF COMPUTERS AND NETWORKED INFORMATION RESOURCES (INTERNET USE) REGULATION

General

A user account issued pursuant to District policy and these administrative regulations may be suspended or revoked in the event of a breach of any of the provisions set forth below. A breach of the terms of the District policy and these administrative regulations may also result in disciplinary action against the user consistent with the Student Code of Conduct, any applicable collective bargaining agreement, and State and Federal laws and regulations, and where the breach is suspected to be illegal, referral to appropriate law enforcement officials.

Responsibility

An individual user is not permitted to damage, tamper with or hack into computers, computer systems, networks that are accessible over the Millbrook Central School District computer network, or other users' folders, work or files. Due to the wide availability of services and information on the Internet, some of which may be potentially offensive to certain groups of users, the individual user must be responsible for his/her actions in navigating the network.

Privacy

Users possess no reasonable expectation of privacy rights with respect to their on-line activities and acknowledge that the network administrator may periodically review users on-line activities during the course of performing routine maintenance of the system. Users further acknowledge that if they are suspected of having violated this policy or any other District policy, rule and/or regulation, or any law, in any manner, the network administrator and/or appropriate school official may access the users' files. The District and/or any of its agents and employees who review on-line activities of account holders suspected of having violated this policy, shall not be subject to any claims arising out of such review of on-line activities.

Security

Security on any computer system is a high priority, especially when the network involves many users. Anyone suspecting a security problem on the Internet must notify a network administrator.

Network Etiquette (Etiquette)

Users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to: being polite; not being abusive in messages to others; using appropriate language; not swearing or using vulgarities. Illegal activities are strictly forbidden.

Copyright

Users must respect all copyright issues regarding software and attributions of authoring. The unauthorized copying or transfer of copyrighted materials may result in the suspension or revocation of a user's account.

Improper Use

Users shall not post, send, transmit, publish, download, upload, copy, print or otherwise disseminate information containing any advertising or solicitation of other members to use goods and services that are not for school-related purposes. Users shall not use an account to conduct business or activity which is prohibited by law. The District shall not be responsible for any financial obligation that may arise from a user's unauthorized use of the network/Internet.

Communicating

When using the District's computers and networked information resources, all users should use language appropriate in the school context. Profanity, obscenity, vulgar or sexually offensive language is prohibited. The unauthorized disclosure, use or dissemination of any personally identifiable information regarding any minor is prohibited.

Users must respect the rights of others and be mindful of the age and maturity of those with whom they are communicating.

Information on Other Systems on the Internet

Some systems contain information that contains defamatory, abusive, obscene, profane, pornographic, age-inappropriate and otherwise offensive, threatening, inflammatory, hate-promoting, violence-promoting, anti-social, or illegal materials. The Millbrook Central School District does not condone or permit the use of such materials in the school environment. Users and parents/guardians of student users should be aware of the existence of such materials. Users who bring such materials into the school environment may have their account suspended or revoked, may be subject to school disciplinary action, consistent with the Student Code of Conduct, applicable collective bargaining agreements, and State and Federal laws and regulations and may be referred to appropriate law enforcement officials where such activities are suspected to be illegal.

Use of Network for Illegal Activities

Users shall not tamper with, hack into, vandalize, read, modify, edit, delete or otherwise engage in unauthorized use of any computer files, including other users, that are accessible over the network.

Safety

Any user who receives obscene, child-pornographic, violent, harassing, threatening, or unwelcome content shall immediately bring them to the attention of the supervising teacher or administrator.

Due Process

Any student user who is suspected of using the Internet in a manner that would violate this policy or any other District policy, rule and/or regulation, or would violate any State or Federal law or regulation, will be notified of the alleged violation and provided with an opportunity to respond to and discuss the allegation.

Any staff user who is suspected of using the Internet in a manner that would violate this policy or any other District policy, rule and/or regulation, or would violate any State or Federal law or regulation, will be notified of the alleged violation and provided with an opportunity to respond to and discuss the allegation in a manner consistent with the applicable collective bargaining agreement.

Adoption Date: November 3, 1997
Revised: November 5, 2001

USE OF COMPUTERS AND NETWORKED INFORMATION RESOURCES (INTERNET USE) EXHIBIT

Student User Agreement and
Parent Permission Form

As a user of the Millbrook Central School District's computers and networked information resources (including the Internet), I hereby agree to comply with the stated rules for communicating over the network in a reliable fashion while honoring all relevant laws and restrictions. If I violate any of the provisions of the District's policy and administrative procedures, I understand that my network access may be suspended or revoked; that I may be subject to school-related disciplinary action consistent with the District's Student Code of Conduct and State and Federal laws and regulations; and that, if I engage in suspected illegal activities, I may be referred to appropriate law enforcement agencies.

_____ _____
Student Signature Date

(If you are under the age of 18, a parent or guardian must also read and sign this policy.)

As the parent or legal guardian of the minor student signing above, I grant my permission for my son or daughter to use District computers and to access networked computer resources including electronic mail and the Internet. I have read the attached regulations and understand that the individual student may be held liable for violations. I understand that some materials on the Internet may be objectionable, but I accept responsibility for setting and conveying strictly educational standards for my son or daughter to follow when selecting, sharing or exploring information and media. I also recognize that it is impossible for the Millbrook Central School District to restrict access to all controversial materials, and I will not hold it responsible for materials my child may acquire on the network. Therefore, I release the Millbrook Central School District, its officers, employees, agents and successors, and hold them harmless from any and all claims, demands, actions, causes of action, suits, damages and judgments as a result of my child's use of the District's networked computer resources, including but not limited to the Internet.

_____ _____
Parent Signature Date

Please print the following information:

Name of Student _____

Name of School_____ Grade _____

Your Street Address _____

Town/State _____

Home Phone _____ Work Place _____

Adoption Date: November 3, 1997

USE OF COMPUTERS AND NETWORKED INFORMATION RESOURCES (INTERNET USE) EXHIBIT

Staff User Agreement

As a user of the Millbrook Central School District's computers and networked information resources (including the Internet), I have read and understand the attached District policy and administrative procedures. I agree to comply with the attached policy and procedures for communicating over the network in a reliable fashion while honoring all relevant laws and restrictions. If I violate any of the provisions of the policy and/or procedures, I understand that I may have my network access suspended or revoked; that I may be subject to disciplinary action consistent with the applicable collective bargaining agreement; and that if I engage in a suspected illegal or criminal activity while using the network, I may be referred to the appropriate law enforcement agencies. I further understand that some materials on the Internet may be objectionable and not appropriate for educational purposes. I accept responsibility for using the Internet for strictly educational purposes and conveying these standards of use to my students when selecting, sharing or exploring information and media.

_____ _____

Staff Signature Date

Print Name _____

School _____

Adoption Date: November 3, 1997

Millbrook Central School District Technology Inventory 2004

Building	Equipment	Model	Manufacturer	Location
DO	Server	x series 235	IBM	District Office Closet
DO	Computer	OptiPlex 1	Dell	Mike Mahoney
Do	Projector	Optima EZPro	CTX	Distict Office
DO	Computer	OptiPlex 240	Dell	Tonya Pulver
DO	Laptop	ThinkPad	IBM	Tonya Pulver
DO	Laptop	ThinkPad	IBM	District Use
DO	Computer	OptiPlex 260	Dell	Lila Simon
DO	Computer	OptiPlex 260	Dell	Cheryl Forbes
DO	Computer	OptiPlex 260	Dell	Donna Lyons
DO	Computer	OptiPlex 150	Dell	Cynthia Dewey
DO	Computer	OptiPlex 150	Dell	Johanna Tinkler
DO	Computer	OptiPlex 260	Dell	Kurt Robb
DO	Computer	OptiPlex 150	Dell	Shirley Underwood
DO	Printer	LaserJet IV	HP	Lila Simon
DO	Printer	LaserJet 4100n	HP	District Office
DO	Printer	LaserJet 4100	HP	Johanna Tinkler
DO	Printer	LaserJet 3300	HP	Cynthia Dewey
DO	Printer	LaserJet 1100	HP	Kurt Robb
DO	Printer	LaserJet 1200	HP	Mike Mahoney
DO	Printer	DeskJet 6122	HP	Shirley Underwood
DO	Network Copier	Di551	Minolta	Business Office
HS	Network Copier	Di850	Minolta	Main Office
HS	Server	Xseries232	IBM	Closet
HS	Server	PowerEdge 2600	Dell	Closet
HS	Server	PowerEdge 2600	Dell	Closet
HS	Server	PowerEdge 2600	Dell	Closet
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24

HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX1	Dell	Room 24
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Computer	OptiPlex GX150	Dell	Room22
HS	Printer	LaserJet 4100n	HP	Room 22
HS	Projector	hpvp6120	HP	Room 22
	Projector	Optima EZPro	CTX	varies
	Projector	Optima EZPro	CTX	varies
HS	Computer	OptiPlex GX150	Dell	Music Room
HS	Printer	Inkjet 950C	HP	Music Room
HS	Computer	OptiPlex GX150	Dell	Room 1
HS	Computer	OptiPlex GX150	Dell	Room 1
HS	Printer	Inkjet 950C	HP	Room 1
HS	Computer	OptiPlex GX1	Dell	Room 2
HS	Printer	Inkjet 810C	HP	Room 2
HS	Computer	OptiPlex GX150	Dell	Room 3
HS	Printer	Inkjet 950C	HP	Room 3
HS	Computer	OptiPlex GX1	Dell	Maintanence Office
HS	Printer	Inkjet 692c	HP	Maintanence Office
HS	Computer	OptiPlex 150	Dell	Room 11
HS	Printer	Inkjet 960c	HP	Room 11
HS	Computer	OptiPlex 150	Dell	Room 13
HS	Computer	OptiPlex 150	Dell	Room 13
HS	Printer	Inkjet 840C	HP	Room 13
HS	Computer	OptiPlex 150	Dell	Room 15
HS	Printer	Inkjet 810C	HP	Room 15
HS	Computer	OptiPlex 150	Dell	Room 17

HS	Computer	OptiPlex 150	Dell	Room 17
HS	Computer	OptiPlex 150	Dell	Room 17
HS	Printer	Inkjet 692c	HP	Room 17
HS	Computer	OptiPlex 150	Dell	Library
HS	Computer	OptiPlex 150	Dell	Library
HS	Computer	OptiPlex 150	Dell	Library
HS	Computer	OptiPlex 150	Dell	Library
HS	Computer	OptiPlex GX150	Dell	Library
HS	Video Conf. Unit		Vigo	Library
HS	Laptop	Think Pad	IBM	Library
HS	Computer	OptiPlex GX1	Dell	Library
HS	Printer	Laser 4029	IBM	Library
HS	Computer	OptiPlex GX1	Dell	Main Office - Diane
HS	Computer	OptiPlex GX1	Dell	Main Office - Nancy
HS	Printer	LaserJet 4100T	HP	Main Office
HS	Computer	OptiPlex GX150	Dell	Asst. Principal - Brian
HS	Computer	OptiPlex GX150	Dell	Principal - Jeff
HS	Computer	OptiPlex GX150	Dell	Guidance - Denise
HS	Computer	OptiPlex GX 260	Dell	Guidance - Helen
HS	Computer	OptiPlex Gx 150	Dell	Guidance - Coleen
HS	Computer	OptiPlex Gxa	Dell	Guidance - Colleen
HS	Computer	OptiPlex GXa	Dell	Guidance Office
HS	Computer	OptiPlex GXa	Dell	Guidance - Teri
HS	Printer	Inkjet 692c	HP	Guidance - Teri
HS	Printer	Laser 4029	IBM	Principal - Jeff
HS	Printer	LaserJet 1100	HP	Asst. Principal - Brian
HS	Printer	Optra S 1250	Lexmark	Guidance
HS	Computer	OptiPlex GX1	Dell	Faculty Room
HS	Printer	LaserJet 4100TN	HP	Faculty Room
HS	Computer	OptiPlex GX150	Dell	Nurse
HS	Computer	OptiPlex 110	Dell	Psychologist - Mark
HS	Computer	OptiPlex 110	Dell	Psychologist - Betsy
HS	Printer	Inkjet 960C	HP	Nurse
HS	Printer	Laser 5P	HP	Psychologist - Martk
HS	Printer	LaserJet III	HP	Psychologist - Betsy
HS	Computer	OptiPlex GX150	Dell	Room 19
HS	Computer	OptiPlex GX150	Dell	Room 21
HS	Computer	OptiPlex GX150	Dell	Room 23
HS	Computer	OptiPlex GX150	Dell	Room 27
HS	Computer	Eduquest 55	IBM	Room 27
HS	Computer	Eduquest 55	IBM	Room 27
HS	Computer	Eduquest 55	IBM	Room 27
HS	Computer	Eduquest 55	IBM	Room 27
HS	Computer	Eduquest 55	IBM	Room 27
HS	Computer	Eduquest 55	IBM	Room 27
HS	Computer	Eduquest 55	IBM	Room 27
HS	Computer	Eduquest 55	IBM	Room 27
HS	Computer	Eduquest 55	IBM	Room 27
HS	Computer	Eduquest 55	IBM	Room 27
HS	Computer	OptiPlex GX150	Dell	Room 30
HS	Computer	OptiPlex GX150	Dell	Room 28
HS	Computer	OptiPlex GX1	Dell	Room 26
HS	Computer	OptiPlex GX1	Dell	Room 29
HS	Computer	300GL	IBM	Room 29
HS	Computer	OptiPlex GX1	Dell	Room 20

HS	Printer	Inkjet 810C	HP	Room 19
HS	Printer	Inkjet 950C	HP	Room 21
HS	Printer	Inkjet 692c	HP	Room 23
HS	Printer	Inkjet 960c	HP	Room 30
HS	Printer	Inkjet 950C	HP	Room 29
HS	Printer	Inkjet 810C	HP	Room 28
HS	Printer	Inkjet 810C	HP	Room 26
HS	Printer	Inkjet 960c	HP	Room 20
HS	Computer	OptiPlex GX150	Dell	Athletic Dir. Office
HS	Printer	Inkjet 810C	HP	Athletic Dir. Office
HS	Computer	OptiPlex GX1	Dell	Room 43
HS	Computer	OptiPlex GX1	Dell	Room 44
HS	Computer	OptiPlex GX1	Dell	Room 45
HS	Computer	OptiPlex GX1	Dell	Room 46
HS	Computer	300GL	IBM	Room 46
HS	Computer	OptiPlex GX1	Dell	Room 48
HS	Computer	OptiPlex GX1	Dell	Room 49
HS	Computer	OptiPlex GX1	Dell	Room 52
HS	Computer	OptiPlex GX1	Dell	Room 52
HS	Computer	P166	IBM	Room 52
HS	Computer	OptiPlex GX1	Dell	Room 56
HS	Computer	OptiPlex GX1	Dell	Room 57
HS	Computer	OptiPlex GX1	Dell	Room 58
HS	Computer	OptiPlex GX1	Dell	Room 59
HS	Computer	OptiPlex GX1	Dell	Room 54
HS	Computer	OptiPlex GX150	Dell	Room 47
HS	Computer	OptiPlex GX150	Dell	Room 50
HS	Computer	OptiPlex GX150	Dell	Room 51
HS	Computer	OptiPlex GX150	Dell	Room 53
HS	Computer	OptiPlex GX150	Dell	Room 55
HS	Printer	Inkjet 960C	HP	Room 43
HS	Printer	Inkjet 690C	HP	Room 44
HS	Printer	Inkjet 960C	HP	Room 45
HS	Printer	Inkjet 840C	HP	Room 46
HS	Printer	Inkjet 692c	HP	Room 48
HS	Printer	Stylus 1520	Epson	Room 49
HS	Scanner	Astra 4000V	Umax	Room 49
HS	Printer	Inkjet 810C	HP	Room 52
HS	Printer	Inkjet 810C	HP	Room 56
HS	Printer	Inkjet 840C	HP	Room 57
HS	Printer	Inkjet 840C	HP	Room 58
HS	Printer	Inkjet 810C	HP	Room 59
HS	Printer	Inkjet 810C	HP	Room 54
HS	Printer	Inkjet 950c	HP	Room 47
HS	Printer	Inkjet 950c	HP	Room 50
HS	Printer	Inkjet 950c	HP	Room 51
HS	Printer	Inkjet 950C	HP	Room 53
HS	Printer	Inkjet 960c	HP	Room 55
HS	Scanner	Scanjet	HP	Room 22
HS	Digital Camera	Mavica 75	Sony	Varies
HS	Digital Camera	Mavica 75	Sony	Varies
Alden	Server	PowerEdge4400	Dell	Closet

Alden	Server	9595	IBM	Closet
Alden	Network Copier	Di650	Minolta	Main Office
Alden	Computer	OptiPlex 150	Dell	Principal Office
Alden	Printer	Laserjet 960C	Dell	Principal Office
Alden	Computer	OptiPlex GX1	Dell	Secretary - Pat
Alden	Computer	OptiPlex GX1	Dell	Secretary - Deb
Alden	Printer	LaserJet 4100T	HP	Main Office
Alden	Computer	OptiPlex GX150	Dell	Psychologist
Alden	Printer	Inkjet 960C	HP	Psychologist
Alden	Computer	OptiPlex 260	Dell	Nurse Office
Alden	Printer	Inkjet 810C	HP	
Alden	Computer	OptiPlex GX1	Dell	Room 88
Alden	Computer	OPtiPlex 150	Dell	Room 88
Alden	Computer	Eduquest 55	IBM	Room 88
Alden	Computer	Eduquest 55	IBM	Room 88
Alden	Computer	Eduquest 55	IBM	Room 88
Alden	Computer	Eduquest 55	IBM	Room 88
Alden	Computer	Eduquest 55	IBM	Room 88
Alden	Computer	Eduquest 55	IBM	Room 88
Alden	Computer	Eduquest 55	IBM	Room 88
Alden	Computer	340	IBM	Room 88
Alden	Computer	Stop& Shop	Generic	Room 88
Alden	Printer	Inkjet 680C	HP	Room 88
Alden	Printer	Inkjet 692C	HP	Room 88
Alden	Computer	Inkjet 692C	HP	Room 88
Alden	Computer	OptiPlex 150	Dell	Room 54
Alden	Printer	Inkjet 960C	HP	Room 54
Alden	Computer	OptiPlex GX1	Dell	Room 60
Alden	Computer	Eduquest 55	IBM	Room 60
Alden	Computer	Eduquest 55	IBM	Room 60
Alden	Computer	Eduquest 55	IBM	Room 60
Alden	Printer	Inkjet 692C	HP	Room 60
Alden	Computer	OptiPlex GX1	Dell	Room 61
Alden	Computer	OptiPlex GX1	Dell	Room 61
Alden	Computer	Eduquest 55	IBM	Room 61
Alden	Computer	Eduquest 55	IBM	Room 61
Alden	Computer	Eduquest 55	IBM	Room 61
Alden	Printer	Inkjet 810C	HP	Room 61
Alden	Printer	Inkjet 692C	HP	Room 61
Alden	Computer	OptiPlex GX1	Dell	Room 62
Alden	Computer	Eduquest 55	IBM	Room 62
Alden	Computer	Eduquest 55	IBM	Room 62
Alden	Computer	Eduquest 55	IBM	Room 62
Alden	Printer	Inkjet 840C	HP	Room 62
Alden	Printer	2390 Plus	IBM	Room 62
Alden	Computer	Optiplex GX1	Dell	Room 63&64
Alden	Computer	OptiPlex GX1	Dell	Room 63&64
Alden	Computer	OptiPlex GX1	Dell	Room 63&64
Alden	Computer	Eduquest 55	IBM	Room 63&64
Alden	Computer	Eduquest 55	IBM	Room 63&64
Alden	Computer	Eduquest 55	IBM	Room 63&64
Alden	Computer	Eduquest 55	IBM	Room 63&64
Alden	Printer	Inkjet 840C	HP	Room 63&64
Alden	Printer	2630 Plus	IBM	Room 63&64

Alden	Computer	Z-Station GT	Zenith	Room 64
Alden	Computer	OptiPlex GX1	Dell	Room 65
Alden	Computer	OptiPlex GX150	Dell	Room 65
Alden	Printer	Inkjet 840C	HP	Room 65
Alden	Computer	OptiPlex GX1	Dell	Room 66
Alden	Computer	Eduquest 55	IBM	Room 66
Alden	Computer	Eduquest 55	IBM	Room 66
Alden	Computer	Eduquest 55	IBM	Room 66
Alden	Computer	Eduquest 55	IBM	Room 66
Alden	Printer	2690 Plus	IBM	Room 66
Alden	Printer	Inkjet 840C	HP	Room 66
Alden	Computer	OptiPlex GX1	Dell	Room 67
Alden	Computer	Eduquest 55	IBM	Room 67
Alden	Computer	Eduquest 55	IBM	Room 67
Alden	Computer	Eduquest 55	IBM	Room 67
Alden	Computer	Eduquest 55	IBM	Room 67
Alden	Computer	Eduquest 55	IBM	Room 67
Alden	Computer	Eduquest 55	IBM	Room 67
Alden	Computer	Eduquest 55	IBM	Room 67
Alden	Printer	Inkjet 840C	HP	Room 67
Alden	Computer	OptiPlex GX1	Dell	Room 68
Alden	Computer	OptiPlex GX1	Dell	Room 68
Alden	Printer	Inkjet 840C	HP	Room 68
Alden	Printer	Inkjet 840C	HP	Room 68
Alden	Computer	OptiPlex GX1	Dell	Room 69
Alden	Computer	Eduquest 55	IBM	Room 69
Alden	Computer	Eduquest 55	IBM	Room 69
Alden	Computer	Eduquest 55	IBM	Room 69
Alden	Computer	Eduquest 55	IBM	Room 69
Alden	Computer	Eduquest 55	IBM	Room 69
Alden	Printer	2390 Plus	IBM	Room 69
Alden	Printer	Inkjet 840C	HP	Room 69
Alden	Computer	OptiPlex 100	Dell	Room 80 -art
Alden	Printer	Inkjet 840C	HP	Room 80 -art
Alden	Computer	OptiPlex GX100	Dell	Room 70
Alden	Computer	OptiPlex GX100	Dell	Room 70
Alden	Computer	OptiPlex GX100	Dell	Room 70
Alden	Computer	OptiPlex GX1	Dell	Room 70
Alden	Printer	Deskjet 6122	HP	Room 70
Alden	Printer	Inkjet 840C	HP	Room 70
Alden	Projector	Optima EZPro	CTX	Room 70
Alden	Computer	OptiPlex GX 100	Dell	Room 71
Alden	Computer	OptiPlex GX100	Dell	Room 71
Alden	Computer	OptiPlex GX1	Dell	Room 71
Alden	Computer	OptiPlex GX 1	Dell	Room 71
Alden	Printer	Inkjet 960C	HP	Room 71
Alden	Printer	Inkjet 722C	HP	Room 71
Alden	Projector	Optima EZPro	CTX	Room 71
Alden	Digital Camera	DC50	Kodak	Room 71
Alden	Computer	OptiPlex GX100	Dell	Room 72
Alden	Computer	OptiPlex GX1	Dell	Room 72
Alden	Computer	OptiPlex GX1	Dell	Room 72
Alden	Computer	OptiPlex Gx1	Dell	Room 72
Alden	Printer	Deskjet 6122	HP	Room 72

Alden	Computer	OptiPlex GX100	Dell	Room 73
Alden	Computer	OptiPlex GX100	Dell	Room 73
Alden	Computer	OptiPlex GX1	Dell	Room 73
Alden	Computer	OptiPlex GX1	Dell	Room 73
Alden	Printer	Deskjet 6122	HP	Room 73
Alden	Computer	OptiPlex GX100	Dell	Room 74
Alden	Computer	OptiPlex GX100	Dell	Room 74
Alden	Computer	OptiPlex GX100	Dell	Room 74
Alden	Computer	OptiPlex GX100	Dell	Room 74
Alden	Printer	Optra E	Lexmark	Room 74
Alden	Computer	OptiPlex GX100	Dell	Room 75
Alden	Computer	OptiPlex GX1	Dell	Room 75
Alden	Computer	OptiPlex GX1	Dell	Room 75
Alden	Printer	Deskjet 6122	HP	Room 75
Alden	Projector	Optima EZPro	CTX	Room 75
Alden	Computer	OptiPlex GX100	Dell	Room 76
Alden	Computer	OptiPlex GX1	Dell	Room 76
Alden	Computer	OptiPlex Gx1	Dell	Room 76
Alden	Printer	Deskjet 6122	HP	Room 76
Alden	Computer	OptiPlex GX100	Dell	Room 77
Alden	Computer	OptiPlex GX1	Dell	Room 77
Alden	Computer	OptiPlex GX1	Dell	Room 77
Alden	Printer	Deskjet 6122	HP	Room77
Alden	Computer	OptiPlex GS	Dell	Room 84
Alden	Printer	Inkjet 692C	HP	Room 84
Alden	Computer	OptiPlex GX1	Dell	Room 85
Alden	Printer	Inkjet 840C	HP	Room 85
Alden	Computer	OptiPlex GX260	Dell	Room 86
Alden	Printer	Inkjet 840C	HP	Room 86
Alden	Computer	LC520	Macintosh	Room 86
Alden	Computer	LC III	Macintosh	Room 86
Alden	Computer	LC	Macintosh	Room 86
Alden	Computer	LC	Macintosh	Room 86
Alden	Computer	LC	Macintosh	Room 86
Alden	Computer	LC	Macintosh	Room 86
Alden	Printer	Desk Writer C	HP	Room 86
Alden	Computer	OptiPlex GX1	Dell	Room 87
Alden	Computer	OptiPlex GX1	Dell	Room 87
Alden	Printer	Inkjet 695C	HP	Room 87
Alden	Printer	Inkjet 695C	HP	Room 87
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB

Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Computer	OptiPlex GX260	Dell	Room 89 LAB
Alden	Printer	Deskjet 6122	HP	Room 89 LAB
Alden	Printer	Deskjet 6122	HP	Room 89 LAB
Alden	Scanner	Scanjet 4570C	HP	Room 89 LAB
Alden	Projector	hpvp6120	HP	Room 89 LAB
Alden	Digital Camera	Mavica 75	Sony	Varies
Alden	Digital Camera	Mavica 75	Sony	Varies
Alden	Digital Video Camera		Canon	Varies
Alden	Video Conf. Unit	Via Voice II	Poly Com	Varies
Alden	Computer	OptiPlex GX260	Dell	Athletic Office
Alden	Computer	OptiPlex GX 100	Dell	Library
Alden	Computer	OptiPlex GX100	Dell	Library
Alden	Computer	OptiPlex GX100	Dell	Library
Alden	Computer	OptiPlex GX100	Dell	Library
Alden	Computer	OptiPlex 100	Dell	Library
Alden	Computer	OptiPlex GX1	Dell	Library
Alden	Computer	OptiPlex GX1	Dell	Library
Alden	Computer	OptiPlex GX1	Dell	Library
Alden	Printer	Inkjet 640C	HP	Library
Alden	Computer	OptiPlex GX100	Dell	PT-PT Office -56
Alden	Computer	OptiPlex GX150	Dell	Speech-57
Alden	Printer	Inkjet 960C	HP	Speech-57
Alden	Computer	OptiPlex GX1	Dell	Closet
Alden	Computer	OptiPlex GX150	Dell	Closet
Alden	Printer	Inkjet 840C	HP	Closet
Alden	Computer	OptiPlex GS	Dell	Closet

Elm	Server	PowerEdge 2300	Dell	Closet
Elm	Server	9595	IBM	Closet
Elm	Network Copier	Di650	Minolta	Main Office
Elm	Computer	OptiPlex GX260	Dell	Principal
Elm	Printer	960C	HP	Principal
Elm	Computer	OptiPlex GX1	Dell	Secretary - Janet
Elm	Printer	Laserjet 5000	HP	Secretary - Janet
Elm	Computer	OptiPlex GX1	Dell	Secretary - Michele
Elm	Printer	Inkjet 840C	HP	Secretary - Michele
Elm	Computer	OptiPlex GX150	Dell	Nurse Office

Elm	Printer	Laser 4029	IBM	Nurse Office
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX 150	Dell	Library/ Computer
Elm	Computer	OptiPlex GX1	Dell	Library/ Computer
Elm	Computer	Eduquest 55	IBM	Library/ Computer
Elm	Printer	Inkjet 960C	HP	Library/ Computer
Elm	Printer	Inkjet 960C	HP	Library/ Computer
Elm	Projector	hpvp6120	HP	Library/ Computer
Elm	Digital Camera	Mavica 75	Sony	Library/ Computer
Elm	Digital Camera	Mavica 75	Sony	Library/ Computer
Elm	Digital Camera	Mavica 75	Sony	Library/ Computer
Elm	Video Conf. Unit	Via Voice II	Poly Com	Library/ Computer
Elm	Scanner	N670V	Canon	Library/ Computer
Elm	Computer	OptiPlex GX1	Dell	Room 10
Elm	Computer	Eduquest 55	IBM	Room 10
Elm	Computer	Eduquest 55	IBM	Room 10
Elm	Computer	Eduquest 55	IBM	Room 10
Elm	Printer	Inkjet 960C	HP	Room 10
Elm	Printer	2390 Plus	IBM	Room 10
Elm	Computer	OptiPlex GN+	Dell	Room 12
Elm	Computer	OptPlex GN+	Dell	Room 12
Elm	Computer	OptiPlex GN+	Dell	Room 12
Elm	Printer	LaserJet 4000T	HP	Room 12
Elm	Computer	Eduquest 55	IBM	Room 12
Elm	Computer	OptiPlex GX1	Dell	Room 13
Elm	Computer	OptiPlex GS	Dell	Room 13
Elm	Computer	OptiPlex GS	Dell	Room 13
Elm	Computer	Eduquest 55	IBM	Room 13
Elm	Printer	Inkkjet 960C	HP	Room 13
Elm	Computer	OptiPlex GX1	Dell	Room 14
Elm	Computer	OptiPlex GX1	Dell	Room 14
Elm	Computer	OptiPlex GX1	Dell	Room 14
Elm	Computer	OptiPlex GX150	Dell	Room 14

Elm	Computer	OptiPlex GX150	Dell	Room 14
Elm	Printer	Inkjet 960C	HP	Room 14
Elm	Printer	Inkjet 840C	HP	Room 14
Elm	Computer	OptiPlex GX1	Dell	Room 15
Elm	Computer	OptiPlex GN	Dell	Room 15
Elm	Computer	Eduquest 55	IBM	Room 15
Elm	Computer	Eduquest 55	IBM	Room 15
Elm	Computer	Eduquest 55	IBM	Room 15
Elm	Printer	Inkjet 695C	HP	Room 15
Elm	Printer	Inkjet 840C	HP	Room 15
Elm	Computer	OptiPlex 150	Dell	Room 16 - Speech
Elm	Computer	300GL	IBM	Room 16 - Speech
Elm	Printer	Inkjet 960C	HP	Room 16 - Speech
Elm	Computer	OptiPlex GX100	Dell	Room 19
Elm	Printer	Inkjet 695C	HP	Room 19
Elm	Computer	OptiPlex GS	Dell	Room 21
Elm	Computer	OptiPlex GS	Dell	Room 21
Elm	Computer	OptipLex GS	Dell	Room 21
Elm	Computer	OptiPlex GX1	Dell	Room 21
Elm	Printer	Inkjet 960C	HP	Room 21
Elm	Printer	Inkjet 695C	HP	Room 21
Elm	Computer	OptiPlex GX1	Dell	Room 22
Elm	Computer	OptiPlex GS	Dell	Room 22
Elm	Computer	OptiPlex GN	Dell	Room 22
Elm	Computer	Eduquest 55	IBM	Room 22
Elm	Computer	Eduquest 55	IBM	Room 22
Elm	Computer	Eduquest 55	IBM	Room 22
Elm	Computer	Eduquest 55	IBM	Room 22
Elm	Printer	Inkjet 695C	HP	Room 22
Elm	Printer	Inkjet 695C	HP	Room 22
Elm	Printer	Inkjet 960C	HP	Room 22
Elm	Printer	Inkjet 692C	HP	Room 22
Elm	Projector	Optima EzPro	CTX	Room 22
Elm	Computer	OptiPlex GX1	Dell	Room 23A
Elm	Computer	Eduquest 55	IBM	Room 23A
Elm	Computer	Eduquest 55	IBM	Room 23A
Elm	Printer	Inkjet 695C	HP	Room 23A
Elm	Printer	2390Plus	IBM	Room 23A
Elm	Computer	OptiPlex GX100	Dell	Room 23B
Elm	Printer	Inkjet 840C	HP	Room 23B
Elm	Computer	OptiPlex GX1	Dell	Room 24
Elm	Computer	OptiPlex GX1	Dell	Room 24
Elm	Computer	Eduquest 55	IBM	Room 24
Elm	Computer	Eduquest 55	IBM	Room 24
Elm	Computer	Eduquest 55	IBM	Room 24
Elm	Computer	Eduquest 55	IBM	Room 24
Elm	Printer	Inkjet 695C	HP	Room 24
Elm	Printer	Inkjet 695C	HP	Room 24
Elm	Computer	OptiPlex GX1	Dell	Room 28
Elm	Computer	Eduquest 55	IBM	Room 28
Elm	Computer	Eduquest 55	IBM	Room 28
Elm	Computer	Eduquest 55	IBM	Room 28
Elm	Printer	Inkjet 960C	HP	Room 28
Elm	Computer	OptiPlex GX1	Dell	Room 29

Elm	Computer	OptiPlex GX1	Dell	Room 29
Elm	Computer	Eduquest 55	IBM	Room 29
Elm	Computer	Eduquest 55	IBM	Room 29
Elm	Computer	Eduquest 55	IBM	Room 29
Elm	Printer	Inkjet 695C	HP	Room 29
Elm	Printer	Inkjet 960C	HP	Room 29
Elm	Computer	OptiPlex GX1	Dell	Room 30
Elm	Computer	OptiPlex GN	Dell	Room 30
Elm	Computer	Eduquest 55	IBM	Room 30
Elm	Computer	Eduquest 55	IBM	Room 30
Elm	Computer	Eduquest 55	IBM	Room 30
Elm	Computer	Eduquest 55	IBM	Room 30
Elm	Computer	Eduquest 55	IBM	Room 30
Elm	Printer	Inkjet 960C	HP	Room 30
Elm	Printer	Inkjet 695C	HP	Room 30
Elm	Printer	2390 Plus	HP	Room 30
Elm	Computer	OtiPlex GX150	Dell	Room 31
Elm	Printer	Inkjet 960C	HP	Room 31
Elm	Computer	OptiPlex GX1	Dell	Room 32
Elm	Computer	OptiPlex GS	Dell	Room 32
Elm	Computer	Eduquest 55	IBM	Room 32
Elm	Computer	Eduquest 55	IBM	Room 32
Elm	Computer	Eduquest 55	IBM	Room 32
Elm	Computer	Eduquest 55	IBM	Room 32
Elm	Printer	2390 Plus	IBM	Room 32
Elm	Printer	Inkjet 960C	HP	Room 32
Elm	Printer	Inkjet 695C	HP	Room 32
Elm	Computer	OPtiPlex GX1	Dell	Room 34
Elm	Computer	OptiPlex GX1	Dell	Room 34
Elm	Computer	Eduquest 55	IBM	Room 34
Elm	Computer	Eduquest 55	IBM	Room 34
Elm	Printer	2390 Plus	IBM	Room 34
Elm	Printer	Inkjet 695C	HP	Room 34
Elm	Printer	Inkjet 960C	HP	Room 34
Elm	Computer	OptiPlex GX1	Dell	Room 35
Elm	Computer	Eduquest 55	IBM	Room 35
Elm	Computer	Eduquest 55	IBM	Room 35
Elm	Computer	Eduquest 55	IBM	Room 35
Elm	Computer	Eduquest 55	IBM	Room 35
Elm	Printer	Inkjet 810C	HP	Room 35
Elm	Printer	Inkjet 690C	HP	Room 35
Elm	Computer	OptiPlex GX1	Dell	Room 36
Elm	Computer	OPtiPlex GS	Dell	Room 36
Elm	Computer	Eduquest 55	IBM	Room 36
Elm	Computer	Eduquest 55	IBM	Room 36
Elm	Computer	Eduquest 55	IBM	Room 36
Elm	Computer	Eduquest 55	IBM	Room 36
Elm	Printer	Inkjet 960C	HP	Room 36
Elm	Printer	Inkjet 695C	HP	Room 36