



# TECHNOLOGY PLAN



# Instructional Technology Plan for the Erie 1 Board of Cooperative Educational Services 2025-2030

## Overview

As dictated by the New York State Education Department, this Instructional Technology plan exists to identify how the Erie 1 Board of Cooperative Educational Services (hereafter called Erie 1 BOCES) will:

- Develop a strategic vision and goals to support student achievement and engagement through the seamless integration of technology into teaching and learning;
- Provide technology-enhanced, culturally- and linguistically-responsive learning environments to support improved teaching and learning;
- Increase equitable access to high-quality digital resources and standards-based, technology-rich learning experiences;
- Design, implement and sustain a robust, secure network to ensure sufficient, reliable high-speed internet connectivity for learners, educators and leaders; and
- Provide access to relevant and rigorous professional development to ensure educators and leaders are proficient in the integration of learning technologies.

## Section I – District LEA Information

The district administrator responsible for curating this plan is Amy Tuzzolino, Senior Supervisor of Instructional Technology.

Other members of the team developing the plan are:

- Anedda Trautman, Assistant Superintendent of Instructional Services
- Scott Bindemann, Director of Career and Technical Education
- Patrick Canfield, Director of Exceptional Education

- Christa McHale, Director of Workforce Development and Educational Partnerships
- Michelle Okal-Frink, Director, WNYRIC Business Continuity, Research and Innovation
- Jennifer Stockmeyer, Senior Supervisor of Exceptional Education
- Amy Tuzzolino, Senior Supervisor of Instructional Services
- Drew Przybycien, Chief Microcomputer Technical Support Specialist
- Ana Fusco, Coordinator, Career and Technical Education
- Amy Wilcox, Coordinator, Exceptional Education K-8
- Heather Scharping, Coordinator, Exceptional Education, 9-12
- Nathan Thoma, Technology Coordinator, Instructional Services
- Kim Hutter, Coordinator, Instructional Services

## Section II – Strategic Technology Planning

1. Statement of mission: Erie 1 BOCES commits to those we serve; students, staff and communities by understanding, anticipating, and responding to their needs.
2. The vision statement that guides instructional technology use in Erie 1 BOCES is: Instructional technology provides a gateway for students to experience authentic, personalized, and responsive instruction.
3. Goals that will drive the attainment of the vision are:

**Infrastructure Goal:** Erie 1 BOCES will sustain a robust, secure network with sufficient capacity and reliable high-speed internet connectivity for learners, educators and leaders.

**Equipment Goal:** Erie 1 BOCES will provide the appropriate devices for educators to provide authentic, personalized, and responsive instruction to our students, as needed or suggested by our industry partners. The equipment and systems provide avenues for students

to engage in their learning goals. Equipment will be properly tracked, inventoried, and monitored for needed upgrades and replacements. Annual meetings provide insight into the end-of-life cycle to ensure compatibility with security and software. When the need arises to augment current technology, a deliberate phased-in approach will be taken.

**Student Achievement Goal:** Erie 1 BOCES will actively seek new technologies focused on increasing student achievement, assess those technologies, and only procure the right tools for the job. Business & Industry partners along with other stakeholders, through advisory council recommendations, will provide feedback on industry appropriate technology for the district's consideration. Educators are expected to deliver differentiated instruction tailored to the unique learning needs of our exceptional students. Particular attention will be paid to those learners with specialized needs.

**Staff Goal:** Erie 1 BOCES staff will employ instructional technologies focused on the engagement, enhancement, and extension of student learning goals. Educators will be provided with capacity, access and professional development to support progressing educator competence in these focus areas.

**Leadership Goal:** Erie 1 BOCES' leaders will model technology use and take an active role in identifying need and assisting educators in employing instructional technology to meet educational targets efficiently.

4. To summarize the planning process used to develop this Instructional Technology Plan, A survey to all instructional staff, faculty, and administrators of the Erie 1 BOCES Instructional Services Division was completed in November/December 2017. This survey was used by the Instructional Services Technology Steering Sub-Committee to craft the goals put forth above. The International Society for Technology in Education (ISTE) Standards for Students and Teachers, and educational research were consulted in the development of the goals as well. The Technology Support Staff continually conducts infrastructure study to assess needs.
5. A summary of the professional development plan for building the capacity of educators and administrators in the attainment of the instructional technology vision is being developed through the Instructional Services Technology Steering Sub-Committee and the Professional Development Advisory Council. Erie 1 BOCES provides professional development in a variety of modalities

including one-on-one coaching, small group sessions led by WNY Teacher Center Staff as well as colleagues, and large group learning at Staff Development Day. Teachers are encouraged to explore technology tools that will assist them in providing a personalized, authentic, and responsive educational environment to our students.

### Section III – Action Plan

Goal #1: **Infrastructure Goal:** Erie 1 BOCES will sustain a robust, secure network with sufficient capacity and reliable high-speed internet connectivity for learners, educators and leaders.

Action Step	Responsible Stakeholder	Anticipated Completion (month/year)	Additional Division Cost	Actual Completion Date	Completion notes
<b>Infrastructure Study</b>	Supervisor of Instructional Technology (IT), and IT Support Team	Continual Annually	\$0	Continual Annually	Aging servers and network equipment currently meet Federal standards for speed, security, and usefulness
<b>Infrastructure Software Study</b>	Divisional Directors, IT Support Team, Managed IT Team	Continual Annually	\$0	Continual Annually	Software is reviewed for relevance and merit ensuring Ed Law 2D compliance
<b>Infrastructure Establishment of Exceptional Education Expansion Project</b>	Divisional Directors, IT Support Team, Managed IT Team	7/2025-9/2026	integrated into Capital Building Project	9/2026	Integrated into plan developed by BOCES Project Management Team

<b>Develop Maintenance and Purchase plans for pro-active equipment replacement</b>	Supervisor of IT, IT Support Team, Managed IT Team	Annually Jan - April	\$250,000/yr (a typical 5-year replacement pan)	Annually in January to address needs and formulate a plan. Follow-up meetings as needed.	Managed IT Team to submit device status update, prioritize needs and replacement and augmentation plans with Divisional Directors to prioritize needs
<b>Ensure coordination with Building Project plans</b>	Supervisor of IT and IT Support Team	Continual Annually	Varies	Continual Annually	Building site enhancements, New classroom IT setups, New Visions Satellite classroom IT setup
<b>E-Rate funding planning</b>	WAN team and Supervisor of IT	Annually in October	\$3,000/year	Annually in October	1 building per year to get new equipment

**Goal #2: Equipment Goal:** Erie 1 BOCES will provide the appropriate devices for educators to provide authentic, personalized, and responsive instruction to our students. The equipment and systems provide avenues for students to engage in their learning goals. Equipment will be properly tracked, inventoried, and monitored for needed upgrades.

Action Step	Responsible Stakeholder	Anticipated Completion (month/year)	Additional Division Cost	Actual Completion Date	Completion notes
<b>Needs assessment</b>	Supervisor of IT and IT Support team, Divisional Directors	Annually	\$0	Annual Collaboration	Replace and Augment classroom and mobile technologies investigated
<b>Prepare purchase plan based on approximately one-fifth replacement of devices yearly</b>	Supervisor of IT and IT Support team, Directors, Principals, Supervisors	Annually	\$325,000	Continual	Staff upgrades determined by technology staff based on replacement schedule; strong support from Directors
<b>Equipment tracking</b>	IT Support team	Continual	\$0	Continual	At minimum a yearly audit of all equipment to ensure proper tracking
<b>Expand Tech Advocate Committee Role</b>	Supervisor of IT and IT Support team	Continual (started in 2024)	Tech Advocate support and Tech Committee \$30/hr./person	Continual	Monthly meetings to review duties and teach new skills.
<b>AF-10 Device Distribution</b>	Supervisor of IT and IS Sr.	November 2024 Annually for new hires		Continual	Distribute AF10 devices for attendance and payroll. New Hires will

	Supervisor, Building Principals				receive device at Onboarding and supported by building administration.
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Goal #3: **Student Achievement Goal:** Erie 1 BOCES will actively seek new technologies focused on increasing student achievement, assess those technologies, and only procure the right tools for the job. Educators are expected to deliver differentiated instruction tailored to the unique learning needs of our exceptional students. Particular attention will be paid to those learners with specialized needs.

Action Step	Responsible Stakeholder	Anticipated Completion (month/year)	Additional Division Cost	Actual Completion Date	Completion notes
<b>Advisory Council recommendations from Business &amp; Industry including focus groups and technology committees</b>	Technology Coordinator, Supervisors, Directors, Principals, Committee for Instructional Technology, Curriculum Council	Continual Annually	\$0	Bi-Annually (Dec & April)	Service Now request completed for renewals and new requests

<b>Needs assessment for hardware lifecycle Exceptional Education</b>	Supervisor of IT, Supervisors, Directors, Principals, Committee for Instructional Technology, Curriculum Council	Currently taking place	\$0	August 2025	With the additional Tech support staff there is finally enough staff to tackle this large undertaking.
<b>Teacher software renewals and new procurement requests</b>	Technology Coordinator of IS, Sr. Supervisor of IS	Annually	Varies	Bi-Annually December & April	Work with vendors to supply free pilots when available to test
<b>Support teacher and Administrator attendance at NYSCATE and other instructional technology conferences</b>	Supervisor of IT, Principals, Directors, Teachers	Annually	\$10,000 ASK KIM or Kathy	Annually November	Stakeholders from all disciplines including Admin, teachers, and district staff attended NYSCATE Annual Conference
<b>Conduct structured pilots of new</b>	Supervisor of IT, Teachers, Supervisors,	Ongoing (3-month increments)	\$0	Continual	2025: AI Platforms, Discreet Trial

<b>instructional technology tools</b>	Directors, IT Support Team				Curriculum for DD population
<b>Highlight best practices in using technology to differentiate instruction</b>	Administrators, Directors, Supervisors, PDAC, Teacher Center, Tech Advocates, Committee for Instructional Tech	Continual, examine at Committee for Instructional Technology Meetings	Paid through Teacher Center	Continual	Principals identify teachers using best practices. PLCs and Teacher-Leaders, IS Team
<b>eAcademy and Engage for alternative learning opportunities</b>	Directors, Supervisor of IT, Curriculum Council	Currently	\$7,000	Continual	Implement Google co-teachers in suspension programs
<b>eAcademy for alternative learners to use a fully-remote platform to access instruction via district provide hardware</b>	Directors, Assistant Superintendent, Alt Ed Principals, Supervisor of Instructional Technology	August 2025	\$500/student (charged back to the district)	September 2025	eAcademy features 3 exclusive high school teachers and 11 teachers that support both middle and high school students

Goal #4: **Staff Goal:** Erie 1 BOCES staff will employ instructional technologies focused on engagement in learning goals, enhancement of learning goals, and extension of student learning goals. Educators will be provided with capacity, access and professional development to support progressing educator competence in these focus areas.

<b>Action Step</b>	<b>Responsible Stakeholder</b>	<b>Anticipated Completion (month/year)</b>	<b>Additional Division Cost</b>	<b>Actual Completion Date</b>	<b>Completion notes</b>
<b>Hire a Technology Integrator to support technology best-practices</b>	Supervisor of IT, PDAC, and Teacher Center Director	July 2024	\$68,000/year	Continual	Nathan Thoma is our new Technology Integrator. Nate started at a .4 and his role has been increased to a 1.0
<b>Educator PD in best practices with Instructional Technology</b>	Coordinator of Tech and Integration	Started 05/2020 Continual Annually	\$0	PD days in November and March or by request.	Google tools and coaching for our purchased software tools.
<b>Increase 2-way communication around this goal – Are we meeting the mark?</b>	Instructional Services Tech Steering Sub-Committee	Continual	\$0	Continual	Committee for Instructional Technology formed 2020-21 school year. Quarterly meetings with building/department representation.
<b>Build teacher-leaders in the area of technology integration</b>	Supervisor of IT, Tech Integrator, Supervisors,	Continual	Committee work \$30/hr./person	PD day	Targeted technology coaching, building PLCs at each Center and Academy

<b>&amp; use of digital teaching tools</b>	Curriculum Council, Teachers/Staff				through PD tech advocate committee and committee work
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Goal #5: **Leadership Goal:** Erie 1 BOCES’ leaders will model technology use and take an active role in identifying need and assisting educators in employing instructional technology to meet educational targets efficiently.

<b>Action Step</b>	<b>Responsible Stakeholder</b>	<b>Anticipated Completion (month/year)</b>	<b>Additional Division Cost</b>	<b>Actual Completion Date</b>	<b>Completion notes</b>
<b>System access training for all Instructional Staff</b>	Supervisor of IT, Tech Integrators, Sr. Supervisor IS, Coordinator of Curriculum	Yearly at new hire orientation and on a as needed basis	\$100/person/day (up to 3 days)	Continual/Annual	New Hire Orientation/ Admin PD Day held yearly in August
<b>Technology Leadership PD – ISTE Standards for Leaders, Deeply Assessing Tech, “Look-Fors” in the classroom</b>	Supervisor of IT, others as needed	Ongoing – begin 08/2019 (Admin retreat)	\$0		Still need to do this. Summer 2021.
<b>Develop proficiency in assessing technology use in</b>	Administrators, Supervisors	Ongoing – begin 09/19 or 09/20?	\$0		“Best Practices for Blended Learning”

<b>the classroom and hybrid learning</b>					PD series January/Feb 2021.
<b>Administrators using technology more effectively</b>	All Building and District Instructional Administrators, Tech Integrators, Sr. Supervisor of IS	Ongoing – begin March 2020	\$0		Principals are using Teams, webex, Google, TikTok, Flipgrid 2020-21.
<b>Curriculum Integration with Atlas software</b>	Tech Integrator, Coordinator of Curriculum, Sr. Supervisor, Teachers, Administrators	CTE is currently utilizing Atlas. Ex Ed to start in 2026	\$60/ license		

## Section IV – Administrative Management

1. Staff Plan – Full-Time Equivalent (FTE) count of all staff whose primary responsibility is delivering technology integration training and support and/or technical support for teachers:

<b>Title</b>	<b>Full-Time Equivalent (FTE)</b>
<b>District Technology Leadership</b>	1.0
<b>Instructional Support</b>	1.0 as of July 2024 (previously 0.4)

<b>Technical Support</b>	6.0 previously 3.0
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- Investment Plan – NYSED recommends development of a three-year investment plan to support the vision and goals put forth in Section II of this plan. Erie 1 BOCES funds all projects through the District Operating Budget, E-Rate and Grants.

<b>Anticipated Item or Service</b>	<b>Age of Equipment Being replaced</b>	<b>Estimated Cost</b>	<b>Is cost one-time, annual or both?</b>
<b>Replace Teacher devices</b>	5 years +	\$1,000/teacher device	annual
<b>Replace student devices; move toward ubiquitous access</b>	5 years +	\$310/Chromebook	annual
<b>Replace interactive classroom display boards</b>	8 years +	\$3,500/board	annual
<b>Increase Building Security-Raptor</b>	n/a	\$11,300	annual
<b>PA systems (Kenton, Potter, Harkness)</b>	Harkness – original equipment; Potter and Kenton previously replaced in last cycle	\$60,000	One-time
<b>Digital Surveillance</b>	Continual	\$44,600 (five-year average)	annual
<b>Professional Development in Instructional Technology (NYSCATE, etc.)</b>	n/a	\$17,500	annual

- [Link to the District’s public website.](#)
- The person responsible for the District’s Information Security and Information Privacy is the Chief Security Officer.

5. The district's Cybersecurity Audit (information security and/or privacy audit) was conducted in January-March 2019. A Cybersecurity Audit has been performed once. The audit WAS performed by an independent, third party contractor.
6. The school district does provide for educating minors about appropriate online behavior including interacting with other individuals on social networking websites and in chat rooms.
7. The District provides for educating minors about cyberbullying awareness and response. Additionally, the District maintains an online Bullying Reporting System.
8. The District has a Cyberbullying Policy. [Link to the relevant section of the Code of Conduct.](#) [Link to the Dignity for All Students Act policy.](#)
9. The District does have an Internet Safety Policy included in the Acceptable Use Policy. [Link to this policy.](#)
10. The District does have a Parents' Bill of Rights for Data Privacy and Security. [Link to this policy.](#)
11. The District does have an information breach policy that addresses the district's planned response to an information breach. [Link to this policy for student information.](#) [Link to the policy for non-instructional breaches.](#)
12. The District's Instructional Technology Plan will be posted on the District webpage under About Us – [District Plans.](#)