

Wyoming Central School 2026-2029 Technology Plan



Board of Education Approved:
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EXECUTIVE SUMMARY

Mission Statement

The Wyoming Central School District (K-8) is committed to fostering a dynamic and inclusive learning environment where technology enhances education, creativity, and collaboration. Our mission is to equip students, educators, and staff with the digital tools, resources, and skills necessary to thrive in an increasingly connected and technology-driven world.

We strive to integrate cutting-edge technology seamlessly into the curriculum, ensuring all learners develop critical thinking, problem-solving, and digital literacy skills. By maintaining a secure, innovative, and accessible technology infrastructure, we empower students to be responsible digital citizens prepared for success in higher education and the global workforce. Through ongoing professional development and community partnerships, Wyoming Central School aims to be a leader in educational technology, inspiring lifelong learning and adaptability in a rapidly evolving digital landscape.

Plan Summary

During the planning process, the district must have objectives that are accessible for needed change and flexible to allow for budgeting and technological advancement. There must be emphasis on ensuring security and confidentiality. Implementation will include hardware, software, training, user support, connectivity, maintenance and updates. Planning for the future involves foresight that will allow for the most enhanced learning environment.

INFORMATION TECHNOLOGY ASSESSMENT

Inventory of Equipment

Starting for the school year of 2025-2026, the following equipment will be used by all staff and students:

| <u>Make</u> | <u>Model</u> | <u>Auto Update Expiration Date</u> | <u>Quantity</u> |
|--------------------|-------------------------|---|------------------------|
| Dell | 3110 2-in-1 Touchscreen | June 2031 | 152 |

Staff also use Windows Laptops:

| <u>Make</u> | <u>Model</u> | <u>Quantity</u> |
|--------------------|---------------------|------------------------|
| Dell | Latitude 7340 | 5 |
| Dell | Latitude 5340 | 10 |
| Dell | Latitude 3450 | 10 |

Classrooms are equipped with Windows Desktops as well as ViewSonic ViewBoards:

| <u>Make</u> | <u>Model</u> | <u>Quantity</u> |
|--------------------|---------------------|------------------------|
| HP | ProDesk 400 G5 SFF | 43 |
| ViewSonic | ViewBoard IFP7550 | 23 |
| ViewSonic | ViewBoard IFP5550 | 1 |

Program Status

Curriculum Integration & Technology Objectives

Students must be prepared to be successful in our Global Community. Technology is a resource that enhances student learning and continues to evolve rapidly. Wyoming Central School is dedicated to ensuring students develop problem-solving, critical-thinking, and adaptability skills necessary for future academic and career success.

Students will:

- Demonstrate the ability to access, generate, process, and transfer information using appropriate technologies.
- Use technology to support independent learning.
- Apply technological knowledge to varied situations.
- Appreciate the impact of technology on their lives and future careers.

The integration of technology is an ongoing process that aligns with New York State Standards, emphasizing its role in all subject areas to create actively engaged learners.

Staffing and Training

Teachers have an obligation for growth in technology skills and the district has the obligation to support these endeavors. Teachers must be provided with technological materials and skills necessary to instruct and impact their students.

Teachers will:

- Use technology to manage time and tasks related to instructional planning and reporting.
- Enhance student learning through the integration of technology
- Provide more learner-centered activities using technology.
- Communicate with peers, students, parents and administrators using technology.
- Participate as informed decision makers regarding best technology uses.
- Use technology to collect and analyze data in making curricular decisions.
- Continue to learn about technology in education and use it to pursue relevant information.

In keeping with the overall atmosphere of a small district such as Wyoming Central School, all members of the school community contribute to the education of our students. District Staff members are models of behavior and attitude and must be properly prepared for their role. In addition, the District Staff must perform in an efficient and effective manner. Technology has become an integral part of the overall operation of our school as it has been designed to serve as a tool for completing the tasks required by school districts.

District staff will:

- Use computers and other electronic technology to become more productive.
- Communicate with peers, students, parents, and other staff using technology.

- Access, retrieve and update district wide information electronically.

Wyoming Central School is committed to ongoing staff development for teachers. On-going staff development focuses on a cohesive K-8 curriculum which is based on the New York State Standards. Training sessions and in-service programs provide teachers with the skills and techniques they need to succeed when working with students. This training includes the use and integration of technology.

Staff development is not limited to teachers. District Staff is provided similar opportunities for growth and development pertinent to district needs.

A survey is given yearly to Wyoming Central School faculty and staff to assess technology skills and training needs. The Technology Coordinator's plan, with input from Administration and CDEP Committee, coordinates, and implements staff development programs for the district. It is our goal to ensure that curriculum needs are met for staff and students through appropriate training. We must also train for proper and appropriate use of equipment. It is our belief that teachers trained in the use of technology will enhance and create an effective learning environment.

Training is offered by the Technology Coordinator at various levels. Workshops are developed for large groups during Superintendent's Conference Days. Small group instruction on topics of interest to that particular group, are offered after school or as scheduling allows. Individuals are also given training on an as-needed basis for particular issues relevant to their curriculum, interests and needs. Teachers and staff are also encouraged to participate in on-line courses and webinars, as well as independent studies.

EduTech offers an extensive list of courses which support technology within the Wyoming Central School. As well, GV BOCES offers training to school employees at nearby facilities. Faculty and staff are encouraged to participate in these classes.

NYSATE, New York State Computer and Technology Educators, offer up-to-date resources and information via a website, conferences, and area resources. The Wyoming Central School District Computer Technology Coordinator are members and encourage others to attend conferences and events held by the NYSATE Association.

Budget Plan

The Wyoming Central School District budget provides for the maintenance and updating of technology hardware and software, as well as professional development. Overall funding for District Technology comes from a variety of sources. E-rate funds are placed into the General Fund, which in turn drives the Fund Balance, which then creates additional Technology purchases. EduTech is a main service provider for Wyoming Central School. The budget focuses on a three year period. It should be noted that these amounts may vary and change based on services and pricing. Additions and deletions may occur during re-evaluation, as District priorities change and as new technologies become available.

| Funded Area | Amount per Year |
|---|---|
| GV/WFL EduTech Administrative CoSer | |
| ➤ Administrative Maintenance - Maintenance and equipment repair | \$2780.45 |
| ➤ Administrative Training – Training for EduTech supported software | \$2535.49 |
| ➤ Cafeteria Systems | \$1226.22 |
| ➤ EduTech Services to GV BOCES | \$3001.00 |
| ➤ Financial Services – Accounts Payable, Financial Software, Payroll, Personnel | \$10766.10 |
| ➤ Network Printing Centers Admin Networked Printing Centers | \$1950.60 |
| ➤ Network Support - Support for equipment, file servers, switches, hubs, UPS's, and tape backups. | \$3869.16 |
| ➤ Project Coordinator/SAA Support – Support for planning, installation, and SAA contracts. | \$2002.58 |
| ➤ State Data Collection Services | \$1348.92 |
| ➤ Student Services – School Master, Cleartrack 200, Mark Reporting, Master Student Database, Student Attendance, Scheduling, Student Software Licenses. | \$9231.48 |
| ➤ Workstation Support – Support related to workstations, network access, desktop operating system, troubleshooting, research & development, and hardware diagnostics. | \$2028.37 |
| | Total Administrative CoSer \$52,938.25 |
| GV/WFL EduTech Instructional CoSer | |
| ➤ Instructional Maintenance – Maintenance and equipment repair | \$2780.45 |
| ➤ Instructional Training – Training for EduTech supported software | \$4517.20 |
| ➤ Network Support – Support for equipment, file servers, switches, hubs, UPS's, and tape backups. | \$16584.77 |

| | |
|---|------------|
| ➤ Project Coordinator/SAA Support – Support for planning, installation, and SAA contracts. | \$12380.18 |
| ➤ Research & Development – LakeNet internet, research, development, equipment, supplies, consultants, and training. | \$9995.65 |
| ➤ Shared Support | \$0.00 |
| ➤ Student Services – CSLO Base Fee | \$4582.81 |
| ➤ Workstation Support – Support related to workstations, network access, desktop operating system, troubleshooting, research & development, and hardware diagnostics. | \$11781.15 |

| | |
|--|--|
| | Total Instructional CoSer \$62,622.21 |
| | |
| GV/WFL EduTech Telecommunications CoSer | |
| ➤ Communication Services – Email, Erate Services, Internet Access Telephone Fee | \$13310.23 |
| ➤ Network Personnel Support – Application and personnel support related to LakeNet, email, DocuShare, content filters, and gateway to the internet. | \$25174.33 |
| ➤ Telecommunications Maintenance – Maintenance, licensing for routers, application software, content filters on LakeNet. | \$6573.64 |
| | Total Telecommunications CoSer \$45,058.20 |
| | GV/WFL EduTech CoSer Grand Total \$160,618.66 |

Hardware Replacement

Wyoming Central School will follow a replacement cycle for updating computers based on an ongoing assessment of individual computer capabilities, repairs, and needs. In order to meet district needs, computers may not be retired, but rather transitioned to other areas if they may still meet basic requirements. All future purchases should be in line with the plan for multi-media use. This plan may change or fluctuate as warranted by other needs in the district.

Wyoming Central School chooses to make major technology purchases through Edutech to assist with State Aid.

The following chart has the life expectancy for devices. Most of these items are bought every year (not all at once) to keep a consistent spending budget, as well as keep our devices up to date.

| <u>Device</u> | <u>Life Expectancy</u> |
|--|-------------------------------|
| Chromebooks (bought yearly) | 3 Years |
| Laptops / Desktops (bought yearly) | 5 Years |
| Viewsonic IFP Viewboards (bought yearly) | 7 Years |
| Servers | 6-7 Years |
| Access Points (WiFi) | 5-7 Years |
| Network Switches | 5 Years |
| Copiers | 5 Years |

Upcoming Projects

Upcoming projects and long range forecasts for the next three years are listed below.

| <u>Description of Project</u> | <u>Purpose of Project</u> | <u>Estimated Completion Date</u> | <u>Estimated Costs</u> |
|---|--|----------------------------------|--|
| Replace main server (Active Directory, File server) | Replace current server since it will be end of support by 2026. | 2025-2026 | \$11,189.56 (Edutech, Aidable) |
| Upgrade Phone System from Copper Lines to Fiber Lines | Allows more connections, phones can be plugged into any ethernet jack, and the current system is out of date. (End of support December 2025) | 2025-2026 | Recent Quote - \$30,000 (Edutech, Aidable) |
| Replace existing Access Points (APs) | End of support for current APs June 2026. | 2026-2027 | \$50,000 (Edutech, Aidable) |

TECHNOLOGY OBJECTIVES AND PLANS

Overview

The New York State Department of Education mandates that students demonstrate proficiency in various technologies to solve problems and communicate effectively. Wyoming Central School aims to:

- Provide students with essential digital literacy and problem-solving skills.
- Train teachers to integrate technology effectively into the curriculum.
- Ensure responsible and ethical use of digital tools.
- Maintain up-to-date infrastructure to support evolving learning needs.
- Strengthen cybersecurity and data protection for all digital resources, including incident response protocols.
- Increase accessibility and inclusivity in technology use for all students, including those with disabilities.
- Enhance student creativity and collaboration through digital tools and project-based learning.

Strategies:

- Provide access to diverse multimedia and computing technologies.
- Encourage participation in training and workshops that promote technology use in classrooms.
- Develop lesson plans addressing ethics, digital citizenship, and internet safety.
- Continuously assess and upgrade technological resources based on district needs.
- Implement multi-factor authentication and advanced cybersecurity practices to protect student and staff data.
- Develop a cybersecurity incident response plan to mitigate risks and ensure quick recovery from security threats, breaches, or data leaks.
- Provide assistive technology solutions, such as speech-to-text software and screen readers, to support students with disabilities.
- Integrate digital collaboration tools to promote teamwork, creativity, and real-world problem-solving experiences.

Staffing and Training

Wyoming Central School is committed to ongoing professional development for teachers and staff, ensuring that technology is effectively utilized to enhance learning and streamline district operations.

Teachers and staff will:

- Use technology for instructional planning, student engagement, and reporting.
- Communicate with peers, students, and parents using technology.
- Receive training on best practices for integrating technology into instruction.
- Participate in district-led technology workshops and online learning opportunities.
- Stay informed on cybersecurity best practices and digital safety protocols.

The Technology Committee, in collaboration with district administration, will oversee staff development initiatives and ensure alignment with the district's strategic technology goals.

Equipment and Service Components

Hardware

Hardware acquisitions are planned based on district needs, aging equipment, and technological advancements. The Technology Committee evaluates current infrastructure and determines priority areas for replacement or upgrades. The district follows a life cycle replacement plan to ensure all hardware remains functional, secure, and capable of supporting instructional and administrative needs. Priority is given to critical infrastructure such as network servers, student and staff devices, and interactive classroom technology.

Software

Software purchases are made upon request and review. Teachers and the Technology Committee recommend software based on their own experiences, needs, and research. Factors such as cost, user impact, system requirements and purpose are considered before purchases are made. Upgrades to software are made in similar fashion. Increasingly, software purchases are made on a yearly basis and are renewed as they are web-based products.

Staffing and Training

Technology Coordination

The Wyoming Central School District Technology Committee oversees the purchasing of hardware and software for the district. Consisting of the Technology Coordinator, additional faculty members, the library/media specialist, an administrator, and a community member, the group works as a team to oversee and make decisions regarding technology needs. Also, through a yearly survey (Appendix III) and ongoing faculty requests, the Technology Committee gains insight into the needs of the District. The Technology Committee examines needs and prioritizes items as they fit into the District Technology Plan. Budgeting is an additional concern for the Technology Committee. In conjunction with Edutech staff, the group works to ensure the implementation of technology programs, hardware and software purchases, and the overall operation of Wyoming Central School technology.

The Technology Committee collaborates with faculty and staff members through request forms, yearly surveys, and group discussions. All district employees are encouraged to participate in the Technology Committee. In addition, the Technology Committee plans with the District CDEP Committee and the Superintendent to increase technology integration and training.

Support and Maintenance

Basic support and troubleshooting takes place on site by the Technology Coordinator and technology staff. Additional support and maintenance of equipment is provided through Edutech services. Edutech is a main consultant in the making of infrastructure and equipment purchases.

Curriculum Planning

The Technology Curriculum calls for the development of lessons that teach basic computer skills, including basic keyboarding and troubleshooting. Class time is specifically allotted for this curriculum to allow every child to develop these skills. In addition, class time is allotted to provide opportunities to explore and use technology in cross-curricular lessons, applying skills to appropriate situations.

Staff Training

Training will serve a vital role as needed technologies are introduced into the school environment. Wyoming Central School will continue to support and provide training opportunities for all members of the district.

SAFETY POLICIES

Acceptable Use Policy

The Wyoming Central School Board of Education will provide access to various computerized information resources through the District's computer system: consisting of software, hardware, computer networks and electronic communications systems. This may include access to electronic mail and the internet.

Generally, the same standards of acceptable student conduct, which apply to any school activity, shall apply to use of the District computer system. District computer users will also adhere to the laws, policies and rules governing computers including, but not limited to, copyright laws, rights of software publishers, licensing agreements, and student's rights of privacy created by federal and state law.

Internet access and computer use at Wyoming Central School is a privilege and not a right. All users who engage in unacceptable use may lose access to the District computer system in accordance with applicable due process procedures, and may be subject to further discipline under the District's Code of Conduct. See Appendix I.

Internet Safety Policy

Wyoming Central School is committed to ensuring a safe and secure digital environment for all students and staff. This policy aims to:

- Prevent unauthorized access, cyber threats, and the transmission of harmful materials.
- Promote responsible digital citizenship and ethical technology use.
- Protect personal and sensitive information, particularly for minors, in compliance with the Children's Internet Protection Act (CIPA).
- Continuously evaluate and implement advanced security and filtering measures.

Access Management & Responsible Use

- Internet access is monitored and filtered to prevent exposure to inappropriate content.
- Students and staff must use school-provided accounts and adhere to security policies.
- Cyberbullying, harassment, and unauthorized data sharing are strictly prohibited and subject to disciplinary action.

Monitoring and Enforcement

- IT staff regularly update filtering technologies to adapt to evolving online risks.
- All internet activity is monitored for compliance with safety policies.
- Teachers and staff receive training on cybersecurity best practices.

PLAN ADMINISTRATION

Budgeting

The Wyoming Central School District is committed to maintaining a strategic and flexible approach to technology budgeting. Rather than adhering to a fixed allocation per year, funding is prioritized based on immediate needs, emerging trends, and the long-term sustainability of our technology infrastructure. The district carefully assesses areas such as equipment replacement cycles, software licensing, cybersecurity enhancements, and accessibility improvements to ensure that resources are allocated efficiently and equitably.

A significant factor in the budgeting process is **state aid**, which plays a crucial role in determining available funds for technology investments. The district strategically aligns purchases and upgrades with available state aid programs to maximize financial support and reduce the burden on local funding. By leveraging state aid opportunities, the district can ensure continued improvements in technology infrastructure while maintaining financial responsibility.

Most technology purchases, including hardware and software, are made through EduTech / WFL BOCES, which allows the district to take advantage of cooperative purchasing agreements and state-aided services. This partnership helps ensure cost efficiency, technical support, and seamless integration of new technologies. However, this budget also accounts for **critical items that need to be acquired in a timely manner** outside of standard purchasing cycles, ensuring that urgent needs do not disrupt educational or administrative functions.

Budget priorities are determined through a combination of:

- **Annual Needs Assessments:** Evaluating current hardware and software performance, identifying outdated or inefficient systems, and forecasting upcoming replacements.
- **Instructional and Administrative Requirements:** Ensuring that technology supports both classroom learning and operational efficiency, with input from faculty, staff, and administration.
- **Security and Compliance:** Allocating resources to maintain compliance with cybersecurity protocols, data privacy regulations, and industry best practices.
- **Future-Readiness:** Investing in scalable and adaptable solutions that accommodate evolving educational technology trends and student needs.

By continuously monitoring and reassessing technology investments, the district ensures that financial resources are used effectively to enhance student learning, streamline administrative processes, and maintain a secure and innovative digital environment.

Ongoing Planning and Review

Technology is constantly evolving, and Wyoming Central School recognizes the need for continuous assessment and updates to its technology plan. The district will:

- Conduct formal reviews of the Technology Plan every two-three years.
- Implement minor updates as needed based on emerging technology trends.
- Use feedback from staff, students, board of education, and the community to guide improvements.
- Regularly assess budget allocations to align with evolving financial resources, including state aid availability, EduTech/WFL BOCES purchasing options, and urgent technology needs.
- Ensure professional development aligns with updated technology goals.

Appendix I – Acceptable Use Policy

Parents/guardians are required to complete the **Wyoming Central School District Device Agreement** through **ParentSquare** before their child is issued a school device. This agreement outlines the responsibilities, proper usage, and care of district-issued technology.

The full **Student/Parent Device Agreement** can be found on our district website at: <https://www.wyomingcsd.org/departments/technology>

Staff is also required to fill out an Acceptable Use Policy through ParentSquare as well.

For any questions regarding the agreement, please contact the district technology office.

Appendix II – Internet Safety Policy

WYOMING CENTRAL SCHOOL

Wyoming, New York 14591

INTERNET SAFETY POLICY

Introduction:

Wyoming Central School is committed to ensuring a safe and secure digital environment for all students and staff. This policy aims to:

- A. Prevent unauthorized access, cyber threats, and the transmission of harmful or inappropriate materials via school networks.
- B. Prevent unauthorized access and other unlawful online activity
- C. Promote responsible digital citizenship and the ethical use of technology.
- D. Protect personal and sensitive information, particularly for minors, in compliance with the Children’s Internet Protection Act (CIPA).
- E. Ensure ongoing evaluation and implementation of advanced security and filtering measures.
- F. Not allow any download of inappropriate material including pictures or literature that expresses sexual content, or bias towards any person’s race, religion color, creed, national origin, citizenship, age, sex, sexual orientation, or nationality.

Definitions:

- *Technology Protection Measures:* Software and hardware-based tools that block or filter access to harmful online content, including explicit material, cyber threats, and unauthorized platforms.
- *Cybersecurity Practices:* Measures taken to protect digital information, including encryption, multi-factor authentication, and secure login protocols.
- *Digital Citizenship:* The responsible and ethical use of technology, including respecting privacy, avoiding cyberbullying, and following copyright laws.

Access Management:

- Internet access is monitored and filtered to prevent exposure to inappropriate content.
- Students and staff must use school-provided accounts and adhere to login security policies.
- Access to certain websites, applications, and downloads is restricted based on educational and security priorities.

Responsible Use Guidelines:

- All users must follow ethical guidelines, including respecting intellectual property

rights and maintaining respectful online behavior.

- Personal devices connected to school networks must comply with security standards.
- Cyberbullying, harassment, and unauthorized data sharing are strictly prohibited and subject to disciplinary action.

Monitoring and Enforcement:

- School IT staff regularly update filtering technologies to adapt to evolving online risks.
- All internet activity is monitored for compliance with safety policies.
- Teachers and staff receive training on cybersecurity best practices and how to educate students on digital safety.

Review and Updates:

This policy will be reviewed annually to adapt to new technological advancements, cybersecurity threats, and educational needs. Feedback from students, staff, and the community will be considered in updates.

Appendix III – Staff Survey

Wyoming Central School Technology Use Survey

To ensure that our technology initiatives align with the needs of our staff, we invite you to participate in our updated Technology Feedback Form. This form will help us assess current technology usage, identify areas for professional development, and improve support services.

The form is designed to be quick and user-friendly, taking only a few minutes to complete. Your insights will directly contribute to shaping future training and technology planning.

Please access the form by logging into ParentSquare and finding the Wyoming Central School Technology Use Survey under forms.

Thank you for your valuable input!