

Instructional Technology Plan - 2026-2029 Instructional Technology Plan

I. District LEA Information

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I. District LEA Information

1. **What is the name of the district administrator responsible for entering the Instructional Technology Plan data?**

Walter Brigham

2. **What is the title of the district administrator responsible for entering the Instructional Technology Plan data?**

Director of Technology

For help with completing the plan, please visit ITP Resources on our website, contact your district's RIC, or email edtech@nysed.gov.

Instructional Technology Plan - 2026-2029 Instructional Technology Plan**II. Strategic Technology Planning**

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II. Strategic Technology Planning**1. What is the overall district mission?****Engage, Explore, Empower**

We want our students to cherish our small Island community while applying and expanding their learning about, understanding of, and engagement with the wider world. To do this they must be: ethical and moral individuals; respectful and responsible communicators; creative and analytical thinkers; knowledgeable and literate readers, writers, mathematicians and scientists; participants in and audiences for art, drama, music, athletics, and other artistic, cultural, and social activities; skilled and successful workers and consumers; and committed and active citizens.

2. What is the vision statement that guides instructional technology use in the district?

- The Shelter Island School District utilizes instructional technology to help to ensure the following:
- Differentiated & Personalized Learning
- Equity & Access
- Expanding Learning Beyond the Classroom
- Closing Learning Gap
- Ensuring Responsible Use & Privacy

3. At the start of the 2026-27 school year, will the district provide a dedicated mobile device for every student in all grades?

Yes

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Instructional Technology Plan - 2026-2029 Instructional Technology PlanIII. Goal Attainment

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1. Digital Content – The District uses standards-based, accessible digital content that supports all curricula for all learners.
The district has met this goal:
Fully
2. Digital Use – The District's learners, teachers, and administrators are proficient in the use of technology for learning.
The district has met this goal:
Significantly
3. Digital Capacity and Access – The District's technology infrastructure supports learning and teaching in all of the District's environments.
The district has met this goal:
Fully
4. Leadership – The District Instructional Technology Plan is in alignment with the Statewide Learning Technology Plan vision.
The district has met this goal:
Fully
5. Accountability – District-level information is posted on the District website, is easy to access, and is easily understood. Information provided includes the results achieved by the District in their efforts to enable students to build knowledge, master skills, and grasp opportunities for a better life.
The district has met this goal:
Fully

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Instructional Technology Plan - 2026-2029 Instructional Technology Plan

IV. Action Plan - Goal 1

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1. In 1 – 2 sentences provide an instructional technology goal for your district.

The Shelter Island School District's instructional technology goal is to enhance personalized and equitable learning by integrating digital tools that support differentiated instruction and collaboration and access for all.

2. **Choose the topic that best aligns to your instructional technology goal.**

End User Computing Devices (ex. iPads, Chromebooks, etc.)

3. **Target Student Population(s). Check all that apply.**

- | | |
|--|--|
| ☒ All students | ☐ Economically disadvantaged students |
| ☐ Early Learning (Pre-K -3) | ☐ Students between the ages of 18-21 |
| ☐ Elementary/intermediate | ☐ Students who are targeted for dropout prevention or credit recovery programs |
| ☐ Middle School | ☐ Students who do not have adequate access to computing devices and/or high-speed internet at their places of residence |
| ☐ High School | ☐ Students who do not have internet access at their place of residence |
| ☐ Students with Disabilities | ☐ Students in foster care |
| ☐ English Language Learners | ☐ Students in juvenile justice system settings |
| ☐ Students who are migratory or seasonal farmworkers, or children of such workers | ☐ Vulnerable populations/vulnerable students |
| ☐ Students experiencing homelessness and/or housing insecurity | ☐ Other (please identify in Question 3a, below) |

4. **Additional Target Population(s). Check all that apply.**

- ☒ Teachers/Teacher Aides
- ☒ Administrators
- ☐ Parents/Guardians/Families/School Community
- ☐ Technology Integration Specialists
- ☐ Other

5. **Estimated cost of this goal/priority over the three-year plan? Round to the nearest thousand if exact figures are not yet known.**

58,000.00

6. **What is the potential funding source(s) and/or purchasing mechanism(s) for this expenditure over all three years of the plan? *Can check multiple options.***

- | | |
|---|--|
| ☐ BOCES Co-Ser purchase | ☐ Instructional Aid Materials |
| ☐ Capital Project | ☐ Instructional Resources Aid |
| ☐ District Public Bond | ☐ Smart Schools Bond Act |
| ☒ District Operating Budget | ☐ Technology Reserve Fund |
| ☐ E-Rate | ☐ Title Funds |
| ☐ Grants | ☐ Other |

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IV. Action Plan - Goal 1

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7. Optional: If you would like to add an action plan for this goal list the action steps below.

	Action Step	Action Step - Description
Action Step 1	Planning	Establish a planning team, By Year 2, every student in grades 3-12 will have access to a dedicated up to date device with a 3-year refresh cycle., Define goals & metrics for success Audit current inventory & usage / steering committee., Survey / collect stakeholder input
Action Step 2	Budgeting	Ensure funds allocated in district budget. Include replacement, repair and insurance costs
Action Step 3	Purchasing	Prepare a cost estimate including devices, accessories, warranties, management licenses, and insurance. Identify funding sources Federal Title IV-A, local funds, or BOCES Co-S Follow NYS purchasing procedures, cooperative bidding, or BOCES purchasing contracts.
Action Step 4	Implementation	Create a deployment schedule (by building, grade, or classroom). Prepare student/parent device agreements (acceptable use, insurance, damage policy). Conduct device orientation for staff and students emphasizing care, security, and digital citizenship.
Action Step 5	Evaluation	Track device distribution, uptime, repair turnaround, and usage analytics. Collect feedback on instructional impact and user satisfaction. Evaluate progress toward equity and access goals.
Action Step 6	(No Response)	(No Response)
Action Step 7	(No Response)	(No Response)
Action Step 8	(No Response)	(No Response)

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IV. Action Plan - Goal 2

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1. In 1 – 2 sentences provide a second instructional technology goal for your district.

The Shelter Island School District's instructional technology goal is to enhance personalized and equitable learning while maintaining strong data privacy and responsible technology use by integrating secure digital learning platforms and infrastructure while strengthening cybersecurity practices to protect student and staff data, ensure continuity of instruction, and promote responsible digital citizenship.

2. Choose the topic that best aligns to your instructional technology goal.

Cybersecurity

3. Target Student Population(s). Check all that apply.

- | | |
|--|--|
| ☒ All students | ☐ Economically disadvantaged students |
| ☐ Early Learning (Pre-K -3) | ☐ Students between the ages of 18-21 |
| ☐ Elementary/intermediate | ☐ Students who are targeted for dropout prevention or credit recovery programs |
| ☐ Middle School | ☐ Students who do not have adequate access to computing devices and/or high-speed internet at their places of residence |
| ☐ High School | ☐ Students who do not have internet access at their place of residence |
| ☐ Students with Disabilities | ☐ Students in foster care |
| ☐ English Language Learners | ☐ Students in juvenile justice system settings |
| ☐ Students who are migratory or seasonal farmworkers, or children of such workers | ☐ Vulnerable populations/vulnerable students |
| ☐ Students experiencing homelessness and/or housing insecurity | ☐ Other (please identify in Question 3a, below) |

4. Additional Target Population(s). Check all that apply.

- ☒ Teachers/Teacher Aides
- ☒ Administrators
- ☒ Parents/Guardians/Families/School Community
- ☐ Technology Integration Specialists
- ☐ Other

5. Estimated cost of this goal/priority over the three-year plan? Round to the nearest thousand if exact figures are not yet known.

26,000.00

6. What is the potential funding source(s) and/or purchasing mechanism(s) for this expenditure over all three years of the plan? *Can check multiple options.*

- | | |
|---|--|
| ☐ BOCES Co-Ser purchase | ☐ Instructional Aid Materials |
| ☐ Capital Project | ☐ Instructional Resources Aid |
| ☐ District Public Bond | ☐ Smart Schools Bond Act |
| ☒ District Operating Budget | ☐ Technology Reserve Fund |
| ☐ E-Rate | ☐ Title Funds |

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IV. Action Plan - Goal 2

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☐ Grants☐ Other

7. Optional: If you would like to add an action plan for this goal list the action steps below.

	Action Step	Action Step - Description
Action Step 1	Planning	Develop a districtwide cybersecurity plan that includes a formal risk assessment, alignment with New York State Education Law 2-d requirements, defined roles and responsibilities, and a multi-year roadmap for infrastructure upgrades and instructional integration.
Action Step 2	Communications	Establish clear communication protocols for cybersecurity expectations, incident response procedures, and digital safety practices, ensuring regular updates to staff, students, parents, and the Board of Education through trainings, newsletters, and website postings.
Action Step 3	Budgeting	Create a sustainable, multi-year cybersecurity budget that accounts for hardware and software upgrades, endpoint protection, multi-factor authentication, secure backups, professional development, and cybersecurity insurance, while leveraging available state and federal funding sources.
Action Step 4	Implementation	Deploy layered security measures including firewalls, content filtering, encryption, multi-factor authentication, and real-time monitoring systems, while integrating mandatory staff training and age-appropriate student digital citizenship instruction.
Action Step 5	Evaluation	Conduct annual security audits, quarterly vulnerability scans, and regular review of incident data to assess effectiveness, adjust strategies, ensure compliance, and continuously improve the district's cybersecurity posture.
Action Step 6	(No Response)	(No Response)
Action Step 7	(No Response)	(No Response)
Action Step 8	(No Response)	(No Response)

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IV. Action Plan - Goal 3

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1. In 1-2 sentences provide a third instructional technology goal for your district.

Develop a strategic vision to provide sustained, job-embedded professional development that equips educators with the skills to effectively integrate technology into instruction to enhance student engagement, differentiation, and achievement. The district will ensure training aligns with instructional priorities, data-informed practices, and evolving digital tools.

2. Choose the topic that best aligns to your instructional technology goal.

Professional Development

3. Target Student Population(s). Check all that apply.

- | | |
|--|--|
| ☒ All students | ☐ Economically disadvantaged students |
| ☐ Early Learning (Pre-K -3) | ☐ Students between the ages of 18-21 |
| ☐ Elementary/intermediate | ☐ Students who are targeted for dropout prevention or credit recovery programs |
| ☐ Middle School | ☐ Students who do not have adequate access to computing devices and/or high-speed internet at their places of residence |
| ☐ High School | ☐ Students who do not have internet access at their place of residence |
| ☐ Students with Disabilities | ☐ Students in foster care |
| ☐ English Language Learners | ☐ Students in juvenile justice system settings |
| ☐ Students who are migratory or seasonal farmworkers, or children of such workers | ☐ Vulnerable populations/vulnerable students |
| ☐ Students experiencing homelessness and/or housing insecurity | ☐ Other (please identify in Question 3a, below) |

4. Additional Target Population(s). Check all that apply.

- ☒ Teachers/Teacher Aides
- ☒ Administrators
- ☒ Parents/Guardians/Families/School Community
- ☐ Technology Integration Specialists
- ☐ Other

5. Estimated cost of this goal/priority over the three-year plan? Round to the nearest thousand if exact figures are not yet known.

18,000.00

6. What is the potential funding source(s) and/or purchasing mechanism(s) for this expenditure over all three years of the plan? Can check multiple options.

- | | |
|---|--|
| ☐ BOCES Co-Ser purchase | ☐ Instructional Aid Materials |
| ☐ Capital Project | ☐ Instructional Resources Aid |
| ☐ District Public Bond | ☐ Smart Schools Bond Act |
| ☒ District Operating Budget | ☐ Technology Reserve Fund |
| ☐ E-Rate | ☐ Title Funds |

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IV. Action Plan - Goal 3

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☐ Grants☐ Other

7. Optional: If you would like to add an action plan for this goal list the action steps below.

	Action Step	Action Step - Description
Action Step 1	Planning	Develop a comprehensive, multi-year professional development plan grounded in district instructional goals, student achievement data, and a formal staff needs assessment. The plan will define clear competencies for technology integration, establish differentiated learning pathways for beginner to advanced users, outline timelines for rollout, and align with New York State learning standards and district improvement initiatives. Shelter Island will articulate a shared districtwide vision for technology integration, emphasizing the use of digital tools to enhance instruction, promote student-centered learning, and ensure equitable access. The district will establish measurable, student-focused goals to advance the integration of technology in all classrooms. An action plan will outline required tasks, responsible personnel, timelines, and resource needs.
Action Step 2	Communications	Create a structured communication framework to ensure all stakeholders understand professional development expectations, opportunities, and available supports. This will include publishing an annual professional development calendar, maintaining a centralized digital resource hub, providing regular updates at faculty and Board of Education meetings, and clearly articulating how technology integration supports student achievement and district priorities.
Action Step 3	Budgeting	The district will identify and document all costs associated with achieving its technology integration goals. Shelter Island School District will utilize a combination of funding sources to support technology initiatives, such as: General fund allocations, State and federal programs, including Title funds and Smart Schools Bond Act resources, BOCES cooperative service agreements (COSERs). And Grants, donations, and partnerships where appropriate. A multi-year technology budget will be developed to ensure financial sustainability and continuity of services. Budget proposals will be communicated clearly to stakeholders. Develop a sustainable, multi-year budget that supports instructional technology coaching, contracted trainers, conference participation, substitute coverage for release time, stipends for teacher leaders, and subscriptions to online learning platforms. The budget will also identify potential funding streams, including BOCES services, state grants, and federal funding sources, to ensure long-term viability without

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IV. Action Plan - Goal 3

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	Action Step	Action Step - Description
		compromising other instructional priorities.
Action Step 4	Implementation	Deliver ongoing, job-embedded professional development through workshops, coaching cycles, model lessons, professional learning communities (PLCs), peer observations, and collaborative planning sessions. Emphasis will be placed on practical classroom application, differentiation strategies, formative assessment tools, and student-centered instructional practices. Support will be scaffolded to meet varying levels of staff proficiency and comfort with technology.
Action Step 5	Evaluation	Establish a continuous improvement process to measure the effectiveness of professional development initiatives. This will include participant surveys, classroom walkthrough data, analysis of lesson plans and student work samples, and review of student engagement and achievement metrics. Findings will be reviewed annually to refine programming, adjust resource allocation, and ensure alignment with district goals and evolving instructional technology trends.
Action Step 6	(No Response)	(No Response)
Action Step 7	(No Response)	(No Response)
Action Step 8	(No Response)	(No Response)

8. Would you like to list a fourth goal?

No

For help with completing the plan, please visit ITP Resources for Districts on our website, contact your district's RIC, or email edtech@nysed.gov.

V. NYSED Initiatives Alignment

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V. NYSED Initiatives Alignment

1. How will the district's use of instructional technology support a comprehensive and sustained effort to improve student performance and academic standards, while also addressing the need to provide equitable learning opportunities “everywhere, all the time” (National Technology Plan)?

Shelter Island School District – Technology Plan Evaluation and Improvement Process

Stakeholder Involvement

Shelter Island School District will engage parents, teachers, administrators, and community members in analyzing technology implementation and revising goals as part of the district’s ongoing school improvement and instructional planning process.

Evaluation #1: Technology Implementation and Effectiveness Survey

Description:

The district will conduct a **Technology Implementation and Effectiveness Survey** administered to teachers, administrators, students, parents, and community members.

The survey will be designed to measure the district’s progress toward the milestones and objectives identified in the Instructional Technology Plan, as reflected by stakeholder feedback and usage data.

Desired Outcome:

The **Shelter Island Technology Committee** will use survey results and related data to assess progress in key milestone areas and identify adjustments needed to strengthen technology integration, access, and instructional impact across the district.

Evaluation #2: Curriculum Integration Audit

Description:

A team of Shelter Island teachers and administrators will conduct a **curriculum audit** to determine the extent to which technology is effectively integrated into the K–12 curriculum and instructional practices.

This review will assess how well technology supports student learning outcomes, digital fluency, and alignment with New York State learning standards.

Desired Outcome:

Based on audit findings, the district will develop an **action plan** that includes:

- Recommendations for updates to the K–12 scope and sequence,
- Targeted professional development for teachers and administrators, and
- Strategies to build staff capacity to meet the expectations and goals outlined in the Shelter Island School District Technology Plan.

2. At the start of the 2026-27 school year, will the district offer full-time virtual instruction to any students? (Select all that apply)

- ☐ Yes. Our district operates a full-time virtual instruction program.
- ☐ Yes. One or more of our students will attend a program operated by a BOCES or another public school district.

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- ☒ None of our students will participate in a full-time virtual instruction program.
☐ Other

- 3.** If the district files or has filed a Smart Schools Investment Plan (SSIP) to apply for Smart Schools Bond Act funds, all responses in this survey align with the district's response to any related question(s) in the SSIP.

The district does not have an active SSIP.

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VI. Administrative Management Plan

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VI. Administrative Management Plan

1. Staff Plan

Provide the Full-Time Equivalent (FTE) count, as of plan submission date, of all staff whose primary responsibility is delivering technology integration training and support and/or technical support.

	District Employed Staff (FTE)	Staff Contracted Through Vendor or BOCES (FTE)
District Technology Leadership	0.50	0.00
Instructional Support	0.00	0.00
Technical Support	0.50	0.00
Totals:	1.00	0.00

2. Has the school district provided for the loan of instructional computer hardware to students legally attending nonpublic schools pursuant to Education Law, section 754?

Yes

3. Districts are required to post an Instructional Technology Plan on their website. Please provide the URL link as evidence of this requirement.

<https://www.shelterisland.k12.ny.us/resources/it-documents/techplans>

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Instructional Technology Plan - 2026-2029 Instructional Technology Plan**VII. Established Educational Technology Programs**

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VII. Established EdTech Programs

1. Please choose one or more topics that reflect an innovative educational technology program that has been implemented with and for students for at least two years at a building or district level. Use "Other" to share a topic that is not on the list.

- | | | |
|---|--|--|
| ☒ Active Learning Spaces/Makerspaces | ☐ Digital Equity Initiatives | ☒ Special Education Instruction and Learning with Technology |
| ☒ Advanced Computer Science or Technology Courses | ☐ Engaging School Community through Technology | ☒ STEAM/STEM |
| ☐ Artificial Intelligence (AI) | ☐ Flexible Learning Spaces | ☐ Student Technology Support/Helpdesk |
| ☒ Assistive Technology | ☒ Instruction and Learning with Technology | ☐ Virtual/Online Learning |
| ☒ Blended and/or Flipped Classrooms | ☒ Media Literacy | ☐ Other Topic A |
| ☒ Broadcasting or Podcasting | ☐ OER and Digital Content | ☐ Other Topic B |
| ☒ Culturally Responsive Instruction with Technology | ☒ Personalized Learning | ☐ Other Topic C |
| ☒ Digital Citizenship | | |

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