

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?**

Candice Cheng

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

Other

2B. If 'Other' was selected in Question 2 above, please identify the title.

Coordinator of Information Technologies

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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?**

The Brentwood Union Free School District, in partnership with our community, will provide an exceptional education, build character, and empower all students to reach their full potential as life-long learners in a diverse, global society.

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

The Brentwood Union Free School District recognizes that technology plays a vital role in preparing students for success in a rapidly evolving digital and global society. As part of the district's Graduation Plus+ Core Strategic Plan, Brentwood is committed to ensuring that every student graduate is prepared to pursue a meaningful pathway beyond high school.

Upon graduation, Brentwood students will be empowered to enter the workforce with appropriate skills, certification, or licensure, or be enrolled in a post-secondary program of study. Individual success pathways will be aligned to students' strengths, preferences, and interests, equipping them to lead productive, meaningful, and joyful lives.

Technology supports this vision by expanding access to knowledge, strengthening communication and collaboration, and enabling students to develop the digital fluency, critical thinking, and problem-solving skills required for college, career, and civic life.

Across all grade levels, students engage in learning experiences that integrate technology with research, inquiry, and project-based learning so that they can evaluate information responsibly, communicate ideas effectively, and create original work using digital tools.

The district's Instructional Technology Plan reflects Brentwood's commitment to building a coherent system of infrastructure, instruction, and support that ensures all students and educators can use technology to enhance learning.

This work is supported through a coordinated K–12 system that includes district and school administrators, Library Media Specialists, Digital Literacy teachers, and classroom educators working collaboratively to develop students' digital literacy, research skills, and responsible technology use.

Through this coordinated approach, technology becomes more than a tool for instruction—it becomes a pathway through which Brentwood students explore their interests, develop durable skills, and prepare for the opportunities and responsibilities of life beyond graduation.

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

No

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Dedicated Device Chart

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Dedicated Device Chart

1. Choose one device access option per grade level based on the district plan for supplying students with a dedicated mobile device at the start of the 2026-27 school year.

	Device Access
K	Students will use shared district devices as needed (ex. classroom cart)
1	Students will use shared district devices as needed (ex. classroom cart)
2	Students will use shared district devices as needed (ex. classroom cart)
3	Provide all students with a district-owned dedicated device
4	Provide all students with a district-owned dedicated device
5	Provide all students with a district-owned dedicated device
6	Provide all students with a district-owned dedicated device
UGE	Multiple levels of device access
7	Provide all students with a district-owned dedicated device
8	Provide all students with a district-owned dedicated device
9	Provide all students with a district-owned dedicated device
10	Provide all students with a district-owned dedicated device
11	Provide all students with a district-owned dedicated device
12	Provide all students with a district-owned dedicated device
UGS	Multiple levels of device access

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III. 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:
Significantly
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:
Significantly
4. Leadership – The District Instructional Technology Plan is in alignment with the Statewide Learning Technology Plan vision.
The district has met this goal:
Significantly
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:
Moderately

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IV. Action Plan - Goal 1

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

Strengthen Family and Community Engagement (FACE) by improving the accessibility, clarity, and ease of use of digital communication platforms and information resources so families can more easily connect with schools, understand district initiatives, and support student learning.

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

Other

2B. If you chose Other, please describe.

Family and Community Engagement (FACE) continues to be a priority and essential focus of our core strategic plan.

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

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

1,178,204.00

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
- Capital Project
- District Public Bond
- Instructional Aid Materials
- Instructional Resources Aid
- Smart Schools Bond Act

Instructional Technology Plan - 2026-2029 Instructional Technology Plan

IV. Action Plan - Goal 1

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<input checked="" type="checkbox"/> District Operating Budget	<input type="checkbox"/> Technology Reserve Fund
<input type="checkbox"/> E-Rate	<input checked="" type="checkbox"/> Title Funds
<input type="checkbox"/> Grants	<input type="checkbox"/> 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	Staffing	Hire website and digital media coordinator
Action Step 2	Implementation	Enhance the district website to ensure information is accessible, organized, and user-friendly for families.
Action Step 3	Communications	Expand the use of ParentSquare and other digital communication tools to strengthen two-way communication between schools and families.
Action Step 4	Community Partnerships	Provide technology support for families through a student help desk available after school hours and a bilingual helpline.
Action Step 5	Budgeting	Continue providing internet hotspots and technical assistance to families who lack reliable internet connectivity.
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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Instructional Technology Plan - 2026-2029 Instructional Technology Plan

IV. Action Plan - Goal 2

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

Maintain and enhance reliable technology infrastructure, device life cycle management, and streamlined system access to ensure equitable, secure, and efficient access to digital learning tools for all students and staff.

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

Network and Infrastructure

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

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

19,650,000.00

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
- Capital Project
- District Public Bond
- District Operating Budget
- E-Rate
- Grants
- Instructional Aid Materials
- Instructional Resources Aid
- Smart Schools Bond Act
- Technology Reserve Fund
- Title Funds
- Other

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IV. Action Plan - Goal 2

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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	Purchasing	Maintain a sustainable device replacement cycle to ensure students and staff have access to reliable instructional technology.
Action Step 2	Infrastructure	Monitor and improve network performance to support the district's large number of connected devices across all learning environments.
Action Step 3	Implementation	Implement ClassLink to streamline student and staff access to instructional applications and reduce manual account management.
Action Step 4	Cybersecurity	Develop governance aligned with NIST 2.0 framework to ensure confidentiality, integrity and availability of platforms and data access
Action Step 5	(No Response)	(No Response)
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.

We aim to expand technology-rich learning experiences, including the responsible and effective use of artificial intelligence, in alignment with the New York State Computer Science and Digital Fluency Learning Standards. This will be accomplished through high-quality professional learning and instructional collaboration, leveraging the district's established digital literacy and research practices.

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

1,250,000.00

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
- Capital Project
- District Public Bond
- District Operating Budget
- E-Rate
- Instructional Aid Materials
- Instructional Resources Aid
- Smart Schools Bond Act
- Technology Reserve Fund
- 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	Curriculum	We will continue to develop and expand interdisciplinary units aligned with the NYS Computer Science and Digital Fluency Standards. These units will provide opportunities for students to apply emerging technologies, including artificial intelligence.
Action Step 2	Professional Development	We will provide ongoing professional learning for Library Media Specialists, Digital Literacy teachers, and classroom educators to support the integration of digital literacy and artificial intelligence into instruction.
Action Step 3	Collaboration	We will facilitate collaboration among instructional staff to ensure that digital literacy and emerging technology skills are vertically aligned across grade levels.
Action Step 4	Policy/Protocols	We will develop guidelines for the ethical and responsible use of artificial intelligence that align with district expectations and NYSED guidance.
Action Step 5	Data Privacy	We will ensure that AI platforms conform with the requirements of Education Law 2-D to protect student personally identifiable data and ensure PII will not be used in training AI models.
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

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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)?

The Brentwood Union Free School District incorporates instructional technology as an integral element of its educational framework to enhance student achievement and promote equitable learning experiences. Technology integration is systematically applied throughout the curriculum and is aligned with both the New York State Computer Science and Digital Fluency Learning Standards and the district's Graduation Plus+ Core Strategic Plan. Educators leverage digital tools and platforms to develop engaging instructional activities, assess student progress, and deliver differentiated instruction tailored to diverse learning needs. Students utilize technology to conduct research, collaborate with peers, create multimedia projects, and demonstrate mastery through authentic assessments.

Ensuring equitable access to technology remains a central focus for the district. Brentwood upholds a one-to-one laptop initiative for students in grades 3–12 and supplies individual devices for younger students within classrooms, thereby guaranteeing access to technology during instructional hours. The district's robust technology infrastructure accommodates more than 24,000 devices for students and staff, providing consistent connectivity across all educational settings. To support families without home internet access, the district distributes hotspots to ensure continuous learning opportunities beyond the school environment.

Additionally, Brentwood offers a dedicated student technology help desk available after school from 5:00 p.m. to 8:00 p.m., helping with device-related issues and queries concerning digital learning tools. A bilingual helpline further supports families in accessing technological resources and navigating district platforms, facilitating meaningful engagement with their child's education. Instructional support is fostered through collaboration among district and school administrators, Library Media Specialists, Digital Literacy teachers, and classroom educators, who collectively work to integrate technology into teaching and learning initiatives.

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.
- 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.

Yes

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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	3.00	0.00
Instructional Support	23.00	3.60
Technical Support	22.00	26.00
Totals:	48.00	29.60

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.bufsd.org/plans>

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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.

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

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