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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?**

Michael Ritacco

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.

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II. Strategic Technology Planning

1. What is the overall district mission?

The mission of the Port Chester School District, through an active partnership among community, parents, staff and students, is to develop responsible and self-sufficient citizens who value cultural diversity, are creative and adaptable, and possess the self-esteem, motivation and skills to continue individual growth, think critically, and communicate effectively.

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

The district will leverage technology to enhance teaching and learning, foster creativity and critical thinking, expand access to digital resources, ensure safe and responsible use, and strengthen secure infrastructure that supports all learners.

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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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:

Significantly

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

Enhance instructional practices by increasing meaningful, standards-aligned technology integration across all classrooms. Teachers will use digital tools including responsible, age-appropriate AI tools to support differentiation, engagement, and data-driven instruction.

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

Other

2B. **If you chose Other, please describe.**

Curriculum & Instruction, Professional Development, and Instructional Software

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.**

4,500,000.00

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
- ☑ Distrcit Operating Budget
- ☐ Instructional Aid Materials
- ☐ Instructional Resources Aid
- ☐ Smart Schools Bond Act
- ☐ Technology Reserve Fund

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☑ E-Rate	☑ Title Funds
☑ 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	Professional Development	Provide ongoing professional development aligned to NYS Standards, including AI literacy, responsible digital use, and effective integration of technology into instruction.
Action Step 2	Curriculum	Develop tech-integrated, standards-aligned lessons for each grade band, embedding components for personalized learning, translation, brainstorming, or adaptive practice.
Action Step 3	Evaluation	Expand digital assessment tools to provide timely, actionable insights and feedback that guide differentiated instruction and instructional decision-making.
Action Step 4	Professional Development	Build Professional Learning Communities (PLCs) focused on high-impact instructional uses of AI and emerging educational technologies to share best practices and innovation.
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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1. In 1 – 2 sentences provide a second instructional technology goal for your district.

Strengthen the district's cybersecurity framework to ensure secure, reliable access to technology, protect student and staff data, and maintain a safe digital learning environment. As AI-driven tools grow, the district will ensure safe, compliant, and transparent implementation aligned with New York State Education Law 2-d.

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

Cybersecurity

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.**

2,250,000.00

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
- ☑ Distrcit Operating Budget
- ☑ E-Rate
- ☐ Instructional Aid Materials
- ☐ Instructional Resources Aid
- ☐ Smart Schools Bond Act
- ☐ Technology Reserve Fund
- ☑ Title Funds

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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	Infrastructure	Strengthen districtwide identity and access management systems to ensure secure, role-based access to instructional and operational platforms, and continue to invest in the district's infrastructure to support safety and security
Action Step 2	Cybersecurity	Expand network monitoring and threat-detection tools to support proactive cybersecurity defense.
Action Step 3	Cybersecurity	Conduct regular cybersecurity audits and risk assessments that include a review of data-sharing practices across all digital tools.
Action Step 4	Data Privacy	Update district data privacy and security policies to address emerging technologies, including guidance for evaluating tools with AI components and ensuring compliance with Ed Law 2-d.
Action Step 5	Professional Development	Provide cybersecurity awareness and digital safety training for students, staff, and families.
Action Step 6	Data Privacy	Maintain a digital resource review and vetting process that evaluates privacy, security, and accessibility to ensure safe, appropriate use of all digital platforms.
Action Step 7	(No Response)	(No Response)
Action Step 8	(No Response)	(No Response)

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

Ensure all students develop strong digital citizenship skills, including online safety, media literacy, responsible use, and ethical behavior through a consistent, districtwide instructional approach.

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.**

300,000.00

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
- ☑ Distrcit 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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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	Expand a digital citizenship curriculum that includes AI and Media Literacy (e.g., evaluating AI-generated information, recognizing bias, and promoting safe and responsible digital practices).
Action Step 2	Professional Development	Facilitate assemblies, workshops, etc. that address digital safety and responsible technology use at home and school.
Action Step 3	Professional Development	Provide professional development for teachers on integrating AI and broader educational technology literacy, including ethical and responsible use, into everyday instruction.
Action Step 4	Curriculum	Implement a cross-curricular integration model where digital citizenship concepts (e.g., ethical sourcing, critical thinking) are taught and reinforced by content-area teachers, moving beyond isolated classes.
Action Step 5	Professional Development	Mentor teachers in safe, legal, and ethical practices with digital tools and content.
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

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 district will use instructional technology to expand access to high-quality digital resources, support differentiated learning, ensure secure and reliable infrastructure, and teach responsible use of digital tools. Technology will promote equity by providing consistent access, removing barriers to learning, and supporting universal design for learning (UDL)

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

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	1.00	0.00
Instructional Support	3.00	0.00
Technical Support	1.00	3.00
Totals:	**5.00**	**3.00**

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?

No

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.portchesterschools.org/tech/home

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

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