















BABYLON UNION FREE SCHOOL DISTRICT



INSTRUCTIONAL TECHNOLOGY
PLAN
2007-2010

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Acknowledgements

DISTRICT TECHNOLOGY COMMITTEE MEMBERS

In 1997 the Board of Education adopted the Computer Network for Education Policy (*see attached*). The District Technology Committee, established in its present form in 1998, is a working committee. The Technology Committee shall conduct reviews, take actions and make recommendations on matters relative to the use of technology in curriculum and instruction and as a tool of organizational individual productivity.

The Committee is comprised of representatives from: the Board of Education, central administration, building administrators, and Babylon Teachers' Association (BTA) representatives from every school building.

The Committee encourages appropriate uses for technology, develops and updates the district technology plan, articulates with district personnel in matters of technology, supports appropriate faculty/staff development, advocates for needed technical support and funding, recommends technology acquisitions (hardware and software), promotes relevant district policies, and serves in an advisory capacity for technology-related decisions.

School Board Members

Roger Katz
Ann Marie Martino

Administrators

Dr. Ellen Best-Laimit, Superintendent of Schools
Mr. Daniel D'Amico, Administrator for Curriculum and Instruction
Ms. Carole Polney, Assistant Principal, Grade School; District Data Administrator

District Technology Manager

Richard Schliemann

Elementary Teachers

Lisa Lindeman
Patricia Murphy
Pam Sokolowski
Kathleen Whittier

Junior-Senior High School Teachers

Marshall Aykroyd
Jeff Kenney

Consultants

Western Suffolk BOCES

Educational Philosophy

The Babylon Board of Education is dedicated to educating students to develop desired moral, ethical, and cultural values, to stimulate and expand a continual learning process and to cultivate an understanding and appreciation of the rights and responsibilities of American citizens, which will enable them to function effectively as independent individuals in a democratic society. The Board strives to maintain a comprehensive approach to satisfy the educational needs of the students of the district by meeting or exceeding the state's requirements.

The Board seeks to implement a variety of instructional methods and to increase the opportunities for the development of each individual's capabilities and personality. It is the district's goal to foster in students good work habits, integrity, self-discipline, individual creativity, originality, aesthetic appreciation, good sportsmanship, self-confidence and a sense of purpose. Extracurricular activities will be offered when possible to enhance the academic program.

The Board encourages parents and teachers to offer their expertise in helping to develop a school environment that is academically challenging, psychologically satisfying and socially fulfilling for students at all levels. The objectives of an educational program are best realized when mutual understanding, cooperation, and effective communications exist among the home, community and school.

Adoption date: April 2, 2001 by the Babylon Board of Education

Executive Summary

The following assumptions are inherent to the beliefs of the Babylon Union Free School District:

- Instructional applications of technology will enable students to acquire skills that increase their employability and potential to attend college.
- Professional development for teachers and administrators, that is ongoing and appropriate, is crucial to support the educational program.
- Networked computer stations to support instructional and administrative functions will continue to increase.
- Partnerships between education and business will provide opportunities for enhancing student achievement and provide transitions from school to work.
- District and BOCES budgets will be evaluated and adjusted annually to accommodate costs associated with providing the students, community, faculty and staff with access to technology.

Mission Statement

It is the mission of the Babylon School District to integrate technology into curriculum, instruction, and assessment in order to:

- Provide opportunities for active, collaborative, individualized, and interdisciplinary learning.
- Provide a multimedia learning environment that includes global communication and information exchange.
- Prepare students to function in a technological world.
- Prepare students to make a smooth transition to the worlds of college and work.
- Enhance teacher and student communication skills.
- Provide the entire learning community with opportunities to become technologically literate.

Vision Statement

Technology at the Babylon Union Free School District is a vehicle by which the school community learns, communicates and creates.

- Our vision is that technology will allow us to expand our reach within the community. Technology will enable us to leverage increased collaboration among staff and through better access to information and each other we will be able to improve our delivery of services. Students will take greater advantage of the social and academic opportunities we provide. The proper use of technology within the district will allow us to become more efficient and effective in our day-to-day tasks leading to better service for the school community.

Introduction

The Babylon Union Free School District is a thriving educational community providing an excellent atmosphere for learning and growth. With a student population of approximately 2,000, the Babylon District provides a small town feeling while striving for excellence.

Located on Great South Bay with quick access to world famous ocean front beaches, Babylon provides a rich diversity of recreational, social, and cultural opportunities. A vibrant downtown offers shopping for every need. The electrified Long Island Railroad south shore line terminates at the Babylon station, making New York City reachable within 1 hour.

General Information

The Babylon Union Free School District is comprised of three buildings:

- Babylon Elementary School – Grades Kindergarten through 2
- Babylon Memorial Grade School – Grades 3 through 6
- Babylon Junior-Senior High School – Grade 7 through 12, Administration and Business Office

We have met most of our technology goals from our prior technology plans and will continue to address our technology needs and goals for the future. Our most recent acquisition consists of the implementation of Thin Clients in all of our classrooms.

Contractual Services

Each year the district contracts with Eastern Suffolk and Western Suffolk BOCES for internet connectivity, network support, network installation, equipment purchases and repair in accordance with New York State purchasing guidelines.

Networking

Networks, hardware and software are supported by:

A+ Technology Solutions
4177 Merrick Road
Massapequa, NY 11758

CCSI
200 Knickerbocker Ave
Bohemia, NY 11716

Exobit Networks
PO Box 1992
Miller Place, NY 11764

Micro Systems
160C West Industry Court
Deer Park, NY 11729

TD Technologies
773 Tanglewood Road
West Islip, NY 11795
(631) 806-5822

Internet access provided by:

Eastern Suffolk BOCES
Internet Services
15 Andrea Road
Holbrook, NY 11741

Western Suffolk BOCES
Technology Services
Dix Hills, NY

LAN/WANs

Babylon UFSD Instructional Network uses the Windows 2003 Active Directory implementation. Dedicated T-1 lines connect the buildings in series and carry data for the instructional network. Internet connectivity is maintained via a dedicated T-1 to Eastern Suffolk BOCES.

High School: 10/100/1000 MB Ethernet, Fiber, Wireless 802.11B, and Cat-5 infrastructure

Memorial Grade School: 10/100 MB Ethernet, Fiber, Wireless 802.11B, and Cat-5 infrastructure

Elementary School: 10/100 MB Ethernet, Fiber, Wireless 802.11B, and Cat-5 infrastructure

Hardware Inventory

	Comp. Labs	Class-rooms	Library / Media Ctr	Admin. Office	District wide
Computers (list by type)					
A. Desktops	80	314	11	5	
B. HP/Compaq Laptops		37	10	1	
C. Thin Clients	65	109	14	5	
Number of computers above that are Internet ready	145	393	35	11	
Number of computers above equipped for multimedia	145	460	35	11	
Peripheral Devices					
A. Printers		75			
B. Scanners					6
C. Modems (28.8 Kbps or above)					2
D. Digital Cameras					5
G. TV Monitors		42			
H. VCR/DVD/Laser Disk Players		30			
I. Projection Devices					6
J. Satellite Dishes					0
K. Digital Video Cameras					3
Network Equipment					
A. Hubs					1
B. Routers					3
C. Servers					45
D. Switches					38

Telecommunication Links								
A. Full or fractional T1					2 full			
B. ISDN					1			
C. Dedicated cable					3			
D. Fiber					Across buildings			

District Software Inventory

Microsoft Office XP	Peachtree Accounting
Scholastic Keys	Glencoe Integrated Accounting
Microsoft Office 2003	Glencoe Accounting – ELC
Paint Shop Pro 9	Microsoft Accounting 2007
Type to Learn	Knowledge Matters: Virtual Business – Sports
Microsoft Publisher	Knowledge Matters: DECA Virtual Business Challenge – Retailing
Turbo CAD LE	REA AP European History Testware (<i>plus other subject-specific test-creation software</i>)
Microsoft FrontPage	Adobe Bridge
West Point Bridge Builder	AutoCAD
Glencoe Keyboarding	TurboCAD
Southwestern Microtype	Adobe Photoshop Elements
WebPainter 3	Painter Classic
Pasco Data Studio	Photo Story 3
Riverdeep Destination Reading	Wacom Tablet (Drawing Pad)
Millie’s Math House	Web Painter Animation Gallery
Inspiration	Web Painter Giffy View
Kidspiration	Animation Shop
Edmark: Math Calculating, Mighty Math	Google SketchUp
Trudy’s Time and Place	Adobe InDesign CS2
Texas Instruments Navigator	Design Workshop Lite
FitnessGram	Windows MovieMaker
Building Houses of Our Own	Macromedia Suite: Dreamweaver MX, Fireworks MX, Flash MX, FreeHand 10
Visual C++	Symantec Antivirus
Visual Basic 6.0	Symantec Ghost
MicroType Pro	Microsoft Exchange
Glencoe Keyboarding	Adobe Acrobat
Kiran’s Typing Tutor	
10 Finger Breakout	
SES Type Freeware	
Typer Shark Deluxe	
Albunny	
All The Right Type 3	

Software Selection Criteria

The district believes it is the responsibility of the professional staff to select instructional materials of the best quality that support the educational philosophy of the district. Funding for instructional software purchases come from building and department codes of the budget. Our District Technology Committee has dedicated time during the past school year to discuss the decrease in the amount of software use and the increase in the reliance on the internet for instructional support. The software selection procedure is supported by the staff at WSBOCES Model Schools Program.

Goals and Objectives

During the 2004-2007 school years, Babylon School District has demonstrated its commitment to technology in four main areas: professional development, network/hardware, and curriculum. Additionally, since the implementation of the district's student management system, eSchoolData, in 2003, personnel has expanded their use of technology on a daily basis. This commitment has increased access and use of computers throughout the district. More specifically during the 2007-2010 school years, Babylon School District is committed to:

- I. Professional Development: opportunities will continue to be provided and offered to district personnel through the following: Eastern/Western Suffolk BOCES, in-district workshops, Model Schools workshops, local and state conferences (ASSET, SCOPE), and the Suffolk's Edge Teacher Center.
- II. Network/Hardware: we have been able to maintain, update and add equipment in the classrooms; migrated from Novell to Microsoft Windows NT to Server 2003; purchased networked software and an upgrade to Microsoft School Software Agreement (purchased, upgraded), intranet, wireless (science classrooms carts, JrSrHS, GS, ES); thin clients workstations, SmartBoards and increase bandwidth with fiber.
- III. Curriculum: the intranet collaboration for teachers and administrative staff has assisted in developing technology users throughout the district. With the implementation of new hardware, our students are exposed to interactive learning with technology tools that have higher levels of multimedia capabilities. We use our websites to communicate with parents (for example, the Practical Arts and High School/Grade Level Curriculum Guides are available online along with Babylon news articles linked to the District website), and allow our virtual visitors access to curriculum information.

Goals and Objectives for 2007-2010

Over the next three years, it is the goal of the Babylon Union Free School District to accomplish the following:

Goal One: The district will use technology to continuously improve communication among teachers, administrators, support personnel and the community.

- Update and expand the district website. (2007-2010)
- Use the student management system to provide parents access to their children's information. (2007-2010)
- Introduce a new web-based email and information resource system for staff. (2007-2008)

Goal Two: The district will integrate technology as a tool to enhance learning and teaching across all disciplines in support of the district curriculum guides, the New York State Learning Standards and National Educational Technology Standards (NETS) to enhance and expand the student learning environment.

- Create developmentally appropriate learning opportunities that apply technology-enhanced instructional strategies to support differentiation of instruction. (2007-2010)
- Use current research on teaching and learning with technology as foundation for learning environments and experiences. (2007-2010)

- Continue to offer computer clubs at the three buildings. (2007-2010)
- Utilize SmartBoards, K-12, in classrooms as a teaching/learning tool. (2007-2010)

Goal Three: Teachers and support staff will receive ongoing training on the use of technology.

- Offer technology workshops based on research-based strategies.
- Broaden use of appropriate staff on using the student management system (eSchoolData) to access and use the information and data to improve student learning. (2007-2010)
- Renew, review and recommend valuable website subscriptions for student and teacher use (EdHelper, ABC Teach, WorldBook Online, etc.). (2007-2010)
- To ensure we are meeting NCLB mandates, continue to train and support staff on the use of data-driven websites to review individual student data, school data, district data (DataMentor, NY Start, ReportNet, etc.). (2007-2010)

Additionally, we will move towards centralizing technology purchases (hardware, software) allowing for greater equity among buildings, along with standardization of equipment that will make purchasing more efficient and effective. This type of organization will help build our inventory and help the district report data more accurately.

Technology Goals by Grade Level

These goals are implemented by classroom teachers and in the computer labs with the assistance of Computer Lab Assistants. These are part of our District K-12 Curriculum Guides.

Grades K – 3

Students will use technology with teacher support to communicate effectively and creatively through software applications:

- Create documents using word processing skills and simple publishing programs
- Utilize graphics

Students will use technology with teacher support to access, retrieve, evaluate, and interpret visual and auditory information:

- Use electronic resources
- Use search strategies such as key words

Students will use technology with teacher support to enhance independence and productivity:

- Use technology to develop learning and process skills
- Use software to learn new concept
- Students will be introduced to and develop basic technology skills:
 - Basic keyboarding skills
 - Operate peripheral devices
 - Use basic technology vocabulary and knowledge
 - Care for technology equipment and use it safely

Grades 4 – 6

Students will use technology to communicate effectively and creatively through software applications:

- Create documents using word processing skills and publishing programs to apply writing process skills

- Use edit functions
- Utilize presentation software to manage and present information and create reports

Students will communicate through networks communication systems

Students will use technology to access, retrieve, evaluate, and interpret visual and auditory information:

- Use search strategies
- Use electronic resources

Students will use technology to facilitate learning in all content areas.

Students will use technology to enhance and maximize productivity:

- Use software to strengthen skill development
- Develop strategies for problem-solving and critical thinking

Students will develop basic technology skills:

- Select and use technology appropriate to their needs
- Use an expanded technology vocabulary
- Develop keyboarding skills at an acceptable level
- Care for technology equipment and use it safely
- Follow rules, regulations, and District Acceptable Use Policy as well as copyright laws when using the Internet

Grades 7 – 8

Students will use technology to communicate effectively and creatively through software applications:

- Use graphic programs
- Produce a document using word processing incorporating text and graphics
- Create databases and spreadsheets
- Collect, manipulate and interpret data
- Use edit functions

Students will communicate visually, graphically, and artistically through multi-media by creating multimedia presentations.

Students will use technology to access, retrieve, evaluate, and interpret visual and auditory information:

- Use search strategies to retrieve electronic information
- Use electronic encyclopedias, almanacs, indexes, and catalogues to retrieve and select pertinent information
- Use a variety of calculators including graphing calculators

Students will use information to support learning in all content areas.

Students will use technology to enhance and maximize productivity:

- Use software to strengthen learning skills
- Use software to learn new concepts

- Develop strategies for problem-solving, critical and creative thinking

Students will develop basic technology skills:

- Select and use technology appropriate to their needs
- Continue developing keyboarding skills at
- Operate peripheral devices
- Care for technology equipment and use it safely
- Understand copyright laws, Acceptable Use Policy, and other ethical issues related to the use of technology

Grades 9 – 12

Students will use technology to communicate effectively and creatively through software applications:

- Produce word processed documents that have been drafted, revised, edited, and formatted electronically and may incorporate graphic images when appropriate
- Print, save, retrieve, organize and backup files
- Communicate with spreadsheets by entering data and creating graphs or charts to represent it
- Create databases and use information to access, organize and analyze information to create spreadsheets and reports
- Produce quality print and electronic documents addressing layout, design and multimedia technologies

Students will use information to support learning in all content areas using collaboration, problem-solving, critical thinking and project-based learning.

Students will use technology to maximize productivity and effectiveness:

- Use technology to strengthen learning and workplace skills
- Use applications programs to create high quality products
- Develop strategies for problem-solving, critical and creative thinking
- Develop creativity and innovation through the use of technology

Students will develop basic technology skills:

- Select and access appropriate technology
- Operate peripheral devices
- Use technology independently, collaboratively, and cooperatively
- Follow ethical guidelines for using technology

Budget/Fiscal Resources

Budget

The Babylon Union Free School District has allocated funds to implement the district technology plan over the past three academic school years. Budgets for technology implementation are estimated to be:

	2007-2008 proposed/approved budget	2008-2009 tentative	2009-2010 tentative
Personnel	170,000	170,00 – 180,00	170,00 – 180,00
Hardware & Network	162,000	165,000 – 180,00	165,000 – 180,00
Software	10,000	11,000 – 15,000	11,000 – 15,000
Staff Development	10,000	11,000 – 15,000	11,000 – 15,000
BOCES Financing	66,000	44,000 (fixed)	44,000 (fixed)
Totals	\$418,000	\$390,000 to 434,000	\$390,000 to 434,000

The Babylon Union Free School District is prepared to continue making fiscally responsible local investments in the technology plan. Funding will come from a variety of resources including:

- Ongoing technology appropriation in the annual budget
- BOCES Aid
- Federal E-Rate Funding
- Grant Monies (Title II Part D, Model Schools, Title III)

The Babylon UFSD has utilized multi-year financing plans through Western Suffolk BOCES to purchase the majority of its infrastructure and hardware. This method of financing has allowed us to address our technological needs in a most cost effective manner without incurring a significant capital outlay in any one year. The financing terms have been structured to coincide with the estimated life of the equipment purchased. We hope to once again enter into a multi-year finance plan during the 2007-2008 school year with BOCES.

Monitoring and Evaluation

Assessment information is designed to provide users of technology with timely, accurate information that will contribute to decisions about the improvement, continuance, or deletion of implementation strategies.

Babylon Union Free School District's technology plan evaluation is rooted in an examination of our plan's vision and goals. The evaluation is ongoing, as is the world of technology. By using various resources located on the Internet, <http://www.sun-associates.com/resources/evalpln.html>, we are able to identify our strengths, weaknesses and areas in need of addressing or improvement based upon national standards. Some of these tools allow us to self-assess and use the data to better serve the needs of our school community. In examining our technology program, by way of surveys, collecting data and information, and measuring growth, we can determine on a yearly basis what would support and enhance our program for the following year. (*attachment: March 2006 Technology survey*)

Additionally, for each in-district workshop that is offered and attended by faculty, an exit evaluation form is submitted to the district as a means to help improve the program. The form also asks for input as to the need for further professional development opportunities. Buildings conduct needs-assessment surveys and use the information to address the immediate needs of the staff and plan for the future needs of the buildings. We also subscribe to BOCES for support in further developing and evaluating the plan and program. It continues to be our hope, because this is relatively uncharted territory, that they will also be able to assist us in developing more formal assessment procedures to determine the impact of our technology plan implementation on student performance.

The district's Professional Development Plan (PDP) Committee assists in determining the professional development needs of teachers. Efforts are made to provide professional development opportunities for teachers during the school year and the summer months to assist them in integrating technology into their instructional strategies and practices. Evaluation forms are completed by all of the teachers who participate in our technology workshops. The PDP committee reconvenes to develop a procedure to offer technology workshops requested and taught by our own faculty.

Using the ISTE and NETS standards for students, teachers and administrators allows us to measure the growth of our school community as we strive to offer technology enriched teaching and learning experiences in our schools.

Because the implementation of a technology plan is continuous, so is its evaluation. Experience has shown us that we must reevaluate, modify objectives and expectations, and alter strategies as our program implementation proceeds. The Assistant Superintendent for Curriculum and Instruction will be responsible for collecting the data to assess the effectiveness of the plan and its implementation.

The means by which we are evaluating our program implementation include observations that are made by teachers, students, and administrators. Department and grade level meetings have been the forums for informal discussions about what is needed in specific areas of the curriculum. Our

District Technology Committee also provides feedback from teachers, administrators, community and Board of Education members.

In the past three years, we've participated in the Net Day Speak-Up Day Surveys online which gives teachers and students a voice about technology in the schools. For two straight years our



Grade School has been nominated as a “**Net Day 100 School**”. View information about this award at: <http://www.tomorrow.org/speakup/> and see our school listed at: http://www.tomorrow.org/speakup/speakup_100_2005.html. The survey results are posted online and private for the district to use and access with a secure username and secret school password, but you can view other information about the survey at the above address.

Babylon School District also uses technology as a tool for measuring other areas in the educational system, not just technology. For example, as subscribers to the eChalk System, we have the ability to conduct online surveys. We've used this online tool to survey students, parents, staff and administrators on a variety of topics. Our most recent survey was for students and parents about our lunch program.

Professional Development

Professional development is essential to the successful implementation of any instructional initiative. In addition to the Model Schools workshops offered through Western and Eastern Suffolk BOCES, the district contracts with The Learning Edge to provide sound professional development opportunities. We have also contracted with The Learning Edge for consultants to provide one-on-one tutorials for more intensive learning after their introductory workshops. Many of our Conference Days are devoted to training of staff.

The Babylon Union Free School District is committed to training its staff on how to use and integrate technology. The goals of Babylon's Technology Staff Development Plan include the following standards:

Standard One: All staff will understand the role of technology as a tool in instruction and administrative tasks.

Standard Two: All staff will utilize the technology to communicate within the buildings and throughout the district through the electronic mail and information resource systems.

Standard Three: All staff will work successfully, independently and cooperatively, in a networked environment. Collaboration among colleagues (grade level, building, bridging across buildings) will continue to take place with the use of technology as a communication tool.

Standard Four: All staff will navigate the Internet to connect to the world in order to communicate and exchange information.

Standard Five: Teachers will increase their knowledge of the variety of instructional materials and equipment available to help students meet their individual needs. Teachers will be able to integrate instructional technology into the curriculum across the content areas.

Professional Development Plan and Implementation

As part of our district's **Professional Development Plan**, on an annual basis, teachers will be involved in 32 hours of professional development. This includes two Superintendent's conference days (10 hours total), 10 hours within the school day (release time), and the agreed upon 12 hours outside of the regular school day. Some are organized and scheduled by the district (Conference Days, release time) and the other 12 hours are as per the Babylon Teachers' Association Contract.

Many teachers choose technology related workshops that are either given by the district or by other organizations. The Babylon School District has provided many opportunities for teachers to grow with technology integration. We've offered an array of training sessions on district specific software and hardware and will continue to do so in the future based on needs and requests.

Some examples of sessions we have offered in the past are:

- Digital Photography 101
- Class Presentations with PowerPoint
- Web Page Development
- Using Marco Polo

- Texas Instruments Navigator for Graphing Calculators
- Videoconferencing
- eSchoolData
- Internet: Search, Find and Information Literacy

With the implementation of SmartBoards in all three buildings in 2006-2007, our lead SmartBoard teachers have given several workshops to those teachers who have been lucky enough to get a SmartBoard in their classrooms. During the 2007-2008 school year, we hope to add 10 more SmartBoards across the three buildings.

Anytime a new software or web-based program is introduced to the staff, Babylon School District trains the appropriate personnel on the system. In the 2007-2008 school year we will be implementing Google's GMail as our in-district form of communication. Beginning in May 2007, a core group of staff is testing the program and will become the turnkey trainers for their respective buildings. Training is scheduled for June 2007, July-August 2007 and September 2007. Continued support of users by the turnkey trainers will be available for the remainder of the year.

The Babylon School District has also created an Evaluation Form for participants to complete after each District workshop. We use these forms to improve our in-district workshops. (*see attachment*)

Computer Network for Education

The Board of Education is committed to the optimization of student learning and teaching. The Board considers a computer network to be a valuable tool for education, and encourages the use of computers and computer-related technology in District classrooms.

The Board encourages computer network use as an integral part of the curriculum. Through software applications, online databases, bulletin boards and electronic mail, the network will significantly enhance educational experiences and provide statewide, national and global communications opportunities for staff and students.

The Superintendent shall prepare and submit for the Board's approval a comprehensive, multi-year technology plan which shall be revised as necessary to reflect changing technology and/or District needs.

The Superintendent shall establish rules and regulations governing the use and security for the District's computer network. Failure to comply with District policy and regulations for the use of the network may result in disciplinary action as well as suspension and/or revocation of computer access privileges.

Adopted: December 8, 1997

BABYLON UNION FREE SCHOOL DISTRICT ACCEPTABLE USE REGULATION

RATIONALE:

The Babylon Union Free School District computers are to be used to support learning and enhance instruction. Resources available through the District network are available for use by students, staff and the community. With this new learning tool, all users, defined as any student, staff or third party accessing the District's computer resources, must understand and practice proper ethical use and security. Access to the Internet and student access to the network are privileges, not rights. Based on the *Acceptable Use Regulation* outlined in this document, the system administrators, in cooperation with the District administration, may close an account at any time. All decisions are final.

BABYLON UNION FREE SCHOOL DISTRICT DOES NOT HAVE CONTROL OF THE INFORMATION ON THE INTERNET

Some sites accessible via the Internet may contain material that is inappropriate for educational use in a K-12 setting. The District does not condone the use of such materials and will not permit usage of such in the school environment. However, it is impossible to limit access to such materials. Therefore, users are responsible for acceptable use of the Internet. The district also denies any responsibility for the accuracy or quality of information obtained through its Internet accounts.

ACCEPTABLE USES:

1. Use consistent with the mission of the Babylon Union Free School District.
2. Use that encourages efficient, cooperative and creative methods to perform the user's job, duties or educational tasks.
3. Use in support of research and education
4. To provide unique resources and collaborative projects.

UNACCEPTABLE USES:

1. Use of technology resources for a commercial, political, or profit-making enterprise, except as specifically agreed to with the District.
2. Accessing or distributing inappropriate material, i.e., obscene, abusive, threatening, harassing (religious, sexual, racial), or any material specifically prohibited by federal, state or local law.
3. Attempt to illegally access files, data or accounts.
4. Activities which interfere with student and staff access to network resources.
5. Working (or attempting to work) from network accounts not assigned to you.
6. Sharing your password or account with others.
7. Giving out personal information, such as home address or telephone number.
8. Deliberately or intentionally damaging hardware or software.
9. Use of the computer resources for personal benefit or in furtherance of personal interests, and not in furtherance of the District's educational or business interests.

OTHER:

1. Users must take responsibility for their actions.

2. Users must comply with all existing Babylon Union Free School District Policies as they may be interpreted to apply to technology resources; including, but limited to, the following:
 - a. Student Conduct and Discipline;
 - b. Copyright;
 - c. Selection Policy; and
 - d. Sexual Harassment.
3. Users must sign a consent form indicating that they are aware of this regulation and will abide in accordance with it. Students must also have parental permission to gain access to Internet accounts.
4. Users do not have a reasonable expectation of privacy with regard to: (1) any file, system, account, Web Page or network access, stored, created or modified using any District resource; (2) all computer data or files brought by the user to or from school or in the user's possession on school grounds; or (3) any electronic mail, electronic bulletin board, user group, or "chat" group accessed using District resources.
5. Users may not bring discs, CD ROMs, or other media to school for use in District resources without prior permission. Users may not download, copy, replicate, or create unauthorized software on District systems. Users must comply with all copyright laws, the School District policies and all applicable laws and regulations.
6. Notwithstanding any of the above, the *Acceptable Use Regulation* shall not abridge the rights of staff with respect to the Civil Service law or the Education Law. Should any term or condition of this Regulation be found by a judicial body of competent and final jurisdiction to abridge such right, such provision shall be struck; however, the remaining provisions shall remain in full force and effect.

**Babylon Union Free School District
50 Railroad Avenue
Babylon, NY 11702**

Statement of Philosophy

The primary mission of the Babylon School District is effective teaching and learning. We strive to maintain a comprehensive approach to satisfy the educational needs of our student by meeting or exceeding the State's requirements. We seek to implement a variety of instructional methods and to increase the opportunities for the development of each individual's capabilities and personality. We provide an atmosphere of cooperation and respect among our staff, student body, and community, and elicit community support for the diverse roles of the school. In addition, emphasis is placed on individual creativity, originality, aesthetic appreciation, and physical and social growth. To this end, we encourage student participation in a wide variety of extracurricular activities. We believe that implementing this approach will enable our students to successfully meet the challenges of a rapidly changing world.

Dear Parent/Guardian:

We ask that you assist us in helping all students to have a successful year by carefully reviewing this Student Handbook with your child, and signing below.

My child _____, and I have carefully reviewed and understand this Student Handbook, including all Guidelines for Successful School Behavior (CODE OF CONDUCT), Attendance Policy, and other pertinent information for the school year.

In addition, I grant permission for my child to access networked computer services such as electronic mail and the Internet. We have read and agree to the *Babylon School District Acceptable Use Regulation*, and I understand that I may be held liable for deliberate or intentional damage caused by my child in violation of the *Acceptable Use Regulation*. I understand that some materials on the Internet may be objectionable; therefore, I agree to accept responsibility for guiding my child and conveying to him/her appropriate standards for selecting, sharing and/or exploring information and media.

Student Signature

Date

Parent/Guardian Signature

NETS for Students

ISTE National Educational Technology Standards for Students

http://cnets.iste.org/students/s_stands.html

Technology Foundation Standards for All Students

The technology foundation standards for students are divided into six broad categories. Standards within each category are to be introduced, reinforced, and mastered by students. These categories provide a framework for linking performance indicators within the Profiles for Technology Literate Students to the standards. Teachers can use these standards and profiles as guidelines for planning technology-based activities in which students achieve success in learning, communication, and life skills.

Technology Foundation Standards for Students

- 1 Basic operations and concepts
 - Students demonstrate a sound understanding of the nature and operation of technology systems.
 - Students are proficient in the use of technology.
- 2 Social, ethical, and human issues
 - Students understand the ethical, cultural, and societal issues related to technology.
 - Students practice responsible use of technology systems, information, and software.
 - Students develop positive attitudes toward technology uses that support lifelong learning, collaboration, personal pursuits, and productivity.
- 3 Technology productivity tools
 - Students use technology tools to enhance learning, increase productivity, and promote creativity.
 - Students use productivity tools to collaborate in constructing technology-enhanced models, prepare publications, and produce other creative works.
- 4 Technology communications tools
 - Students use telecommunications to collaborate, publish, and interact with peers, experts, and other audiences.
 - Students use a variety of media and formats to communicate information and ideas effectively to multiple audiences.
- 5 Technology research tools
 - Students use technology to locate, evaluate, and collect information from a variety of sources.
 - Students use technology tools to process data and report results.
 - Students evaluate and select new information resources and technological innovations based on the appropriateness for specific tasks.
- 6 Technology problem-solving and decision-making tools
 - Students use technology resources for solving problems and making informed decisions.
 - Students employ technology in the development of strategies for solving problems in the real world.

BABYLON SCHOOLS TECHNOLOGY SURVEY

2006-2007

This technology survey will help determine the technology needs of the building.
 Please complete this survey and return it to Carole by the end of the faculty meeting.
 Your honesty and assistance are greatly appreciated.

1. **GRADE LEVEL:** 3rd 4th 5th 6th Special Area

2. In what ways are you using technology as a teacher tool? *(circle all that apply)*

- | | | |
|-------------------|----------------|----------------------|
| Gradebook | Attendance | Organization Tool |
| Email | Lesson Plans | Showing Videos |
| Creating handouts | Presentations | Specialized Software |
| Internet Research | Demonstrations | |

Other: _____

3. In what ways are you using technology with the students? *(circle all that apply)*

- | | | | |
|----------|----------------------|----------------|--------------------|
| Research | Presentations | Videostreaming | Drill and Practice |
| Internet | Specialized Software | Publishing | Keyboarding |

Other (please specify) _____

4. a) What is your frequency of use of the computers in the classroom with the students? *(complete one of the choices by filling in the blank)*

_____ hours per day _____ days per week _____ days per month

5. a) Are you interested in staff development opportunities? _____ Yes _____ No

b) Which time(s) would you be willing to attend staff development technology training?

(choose two)

- | | | |
|-----------------|-----------------------|-------------------------------------|
| _____ Prep time | _____ Lunchtime | _____ After school |
| _____ Summer | _____ Conference Days | _____ Classroom Push-in with Carole |

6. Please list themes, subjects or areas of instruction within the curriculum that you would be interested in having software to use as a tool. _____

7. Reco

mmendations of software titles to preview (if available):

Software Title	Grade Level/Subject Area

8. Please add any additional comments to help us better determine and serve your building technology needs.

Thank you again for your help!!

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BABYLON UNION FREE SCHOOL DISTRICT

PROFESSIONAL DEVELOPMENT PROGRAM Evaluation

Course Title:

Instructor:

Please rate the professional development workshop in which you have just participated. The scale ranges from 5, indicating that your expectations and needs have been met to 1, indicating that your expectations and needs were not met. Thank you.

The instructor provided valuable information.	5	4	3	2	1
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The instructor provided appropriate resources and materials.	5	4	3	2	1
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I will be able to utilize this approach in my classroom instruction.	5	4	3	2	1
--	---	---	---	---	---

I would benefit from following up in my classroom with this instructor.	5	4	3	2	1
---	---	---	---	---	---

Please list the types of professional development that would benefit you the most:

Comments:
