

Instructional Technology Plan - 2026-2029 Instructional Technology Plan

I. District LEA Information

Page Last Modified: 12/10/2025

I. District LEA Information

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

William Giancoli

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**

Page Last Modified: 04/28/2026

II. Strategic Technology Planning**1. What is the overall district mission?**

Mission: Explore, Empower, Excel We explore through local and global opportunities, a culture of innovation, and individual learning paths. We empower each other by rising to challenges, celebrating success, and learning from failure. We excel as a result of our passion for learning, the quality of our character, and the strength of our relationships.

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

Horseheads Central School District sets the standard of educational excellence by fostering innovative thinking, curiosity, and a passion for learning to maximize the potential of each individual. We engage with our local and global communities to provide a student-centered, nurturing environment.

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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Instructional Technology Plan - 2026-2029 Instructional Technology Plan

Dedicated Device Chart

Page Last Modified: 04/08/2026

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	Provide all students with a district-owned dedicated device
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	Students will use shared district devices as needed (ex. classroom cart)
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	Provide all students with a district-owned dedicated device

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:
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:
Fully
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:
Significantly

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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 district will modernize its technology infrastructure to provide reliable, secure, and high capacity network access that supports teaching, learning, assessment, and district operations. This includes upgrading wireless connectivity, refreshing network closets and switches, migrating voice services toward cloud-based systems, and completing redundancy measures to ensure system continuity.

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 | ☒ 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.

2,000,000.00

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 |

Instructional Technology Plan - 2026-2029 Instructional Technology Plan

IV. Action Plan - Goal 1

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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	Upgrade district-wide wireless infrastructure to Wi Fi 6/6E/7 standards, including predictive and on site RF design, new access point deployment in all instructional spaces, and cabling enhancements to ensure high-density, reliable connectivity that supports digital curriculum, online assessments, and 1:1 devices.
Action Step 2	Infrastructure	Refresh network closets with updated switching hardware capable of multi gigabit uplink speeds, enhanced PoE capacity, and improved resiliency. Standardize IDF/MDF environments with structured cabling, cooling, power protection, and documentation to ensure long-term reliability and manageability.
Action Step 3	Planning	Transition on premise voice gateways to a cloud-based communication system to reduce hardware dependence, improve system uptime and emergency communication compliance, and streamline management district wide.
Action Step 4	Planning	Complete district network redundancy by implementing dual path connectivity, redundant core switching, and automated failover testing. Establish monitoring dashboards and annual review cycles to evaluate network performance, uptime, and infrastructure health, ensuring continuity of instruction and operations.
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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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.

The district will integrate modern instructional and operational technologies into newly constructed and renovated learning spaces—including the Ridge Road Elementary School addition, the High School South Wing, and future referendum projects—to ensure equitable access to classroom tools, robust AV systems, and building level infrastructure that supports high quality teaching, learning, and community engagement.

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

Classroom Technology (ex. interactive boards, 3D printers, robotics, 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.**

4,000,000.00

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 |

Instructional Technology Plan - 2026-2029 Instructional Technology Plan

IV. Action Plan - Goal 2

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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	Infrastructure	Design and construct new IT closets and network pathways for the Ridge Road Elementary addition, the High School athletic wing, and all future referendum projects. This includes fiber backbone extensions, structured cabling, HVAC/electrical planning, and standardized network rack layouts that meet long-term district infrastructure requirements.
Action Step 2	Learning Spaces	Equip all newly constructed classrooms and instructional spaces with modern teaching technologies, including interactive displays, sound amplification systems, classroom presentation hardware, device charging infrastructure, and integrated controls aligned with district instructional standards.
Action Step 3	Implementation	Install advanced AV and presentation systems in large gathering spaces-such as auditoriums, gymnasiums, multi purpose rooms, and athletic facilities-to support events including graduations, performances, community meetings, and district-wide presentations. Ensure systems include high quality audio, projection, video streaming, and recording capabilities.
Action Step 4	Planning	Coordinate with architects, engineering teams, and construction managers to ensure technology requirements are embedded early in design phases. This includes IT closet placement, conduit pathways, power distribution, wireless coverage planning, digital signage locations, and security system integration.
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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Instructional Technology Plan - 2026-2029 Instructional Technology Plan

IV. Action Plan - Goal 3

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

The district will transition its data storage, collaboration tools, and backup systems from on premise servers to secure, cloud-based platforms such as SharePoint, OneDrive, and cloud native backup solutions. Additionally, the district will responsibly explore the use of artificial intelligence to support instruction, streamline workflows, and enhance MTSS processes. The district will also implement advanced data analytics software to monitor device usage, software adoption, and network activity, strengthening cybersecurity while empowering building administrators and classroom instructors with actionable insights.

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

Instructional and/or Administrative Software

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.

350,000.00

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 |

Instructional Technology Plan - 2026-2029 Instructional Technology Plan

IV. Action Plan - Goal 3

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☒ District Operating Budget☐ Technology Reserve Fund☐ 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	Implementation	Migrate district storage systems-including shared drives, department folders, and staff personal storage-to Microsoft 365 platforms such as SharePoint and OneDrive. Establish standardized folder structures, permissions, and retention policies to support secure collaboration and reduce reliance on aging on-premises servers.
Action Step 2	Cybersecurity	Deploy a cloud based backup and disaster recovery solution to protect district data, enable rapid restoration, and reduce load on local servers. Implement regular backup testing, monitoring dashboards, and documented recovery procedures to ensure data integrity and compliance.
Action Step 3	Professional Development	Provide ongoing professional learning for staff on effective use of cloud-based tools-including document collaboration, versioning, shared classrooms, file access, and secure data handling. Training will emphasize workflow efficiency, instructional applications, and privacy best practices.
Action Step 4	Research	Form a district exploration team to evaluate the role of artificial intelligence in instruction, productivity, and MTSS. The team will develop guidelines for safe, ethical, and equitable AI use, pilot AI-supportive tools, and monitor impacts on student learning, screening, intervention tracking, and staff workload.
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)

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.

Instructional Technology Plan - 2026-2029 Instructional Technology Plan**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 district's use of instructional technology supports a comprehensive and sustained effort to improve student performance by ensuring equitable access to high quality digital tools, a reliable infrastructure, and instructional practices aligned to the New York State Learning Standards. Through ongoing investments in modern network systems, upgraded classroom technologies, and secure cloud based platforms, the district creates consistent conditions for effective digital learning across all schools and grade levels.

Enhanced network capacity, districtwide wireless upgrades, and resilient connectivity ensure that students and staff can reliably engage with standards aligned digital content, online assessments, and collaborative learning tools. Equipping new and renovated instructional spaces with interactive displays, audio systems, and accessible classroom technologies further supports high quality teaching and provides students with engaging, multimedia learning experiences that promote mastery, inquiry, and critical thinking.

Transitioning to cloud based platforms, such as Canvas LMS, SchoolTool Parent Portal, SharePoint, and OneDrive, expands access to instructional materials "everywhere, all the time," supporting flexible learning environments, continuity of instruction, and increased collaboration among teachers, students, and families. In addition, the district's responsible exploration of artificial intelligence and advanced analytics enhances educators' ability to monitor student progress, strengthen MTSS practices, and make data informed instructional decisions.

Together, these initiatives create a coherent, equitable, and future ready technology ecosystem that supports student achievement, maintains high academic standards, and ensures that all learners—regardless of background, need, or location—have access to meaningful learning opportunities whenever and wherever learning occurs.

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.

The district does not have an active SSIP.

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

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	1.00	0.00
Instructional Support	0.00	1.50
Technical Support	1.00	0.00
Totals:	2.00	1.50

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.

2022-2025 Instructional Technology Plan - 2021 - Annually - 2021 - HORSEHEADS CSD

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

Page Last Modified: 04/08/2026

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

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