

## School Technology Leadership Checklist

Wherein school administrators should provide digital age leadership and management to continuously improve their organization through the effective use of information and technology resources<sup>1</sup>, this checklist has been developed to guide these important efforts. As a result, all schools should regularly consider the following items, coordinating all efforts with the school Educational Technology Specialist and Field Technician.

- Review your school’s classroom technology inventory.
- Review the list of CSD Recommended Technology Purchasing Priorities. Maintain a purchasing schedule wherein your school meets the District classroom technology hardware standard. Once primary standards are met, secondary purchasing priorities are carefully considered.
- Plan how your school will use technology in connection with the CSD evidence-based instructional priorities. Namely:
  - Learning walk-throughs
  - Explicit instruction
  - Maximizing opportunities to respond
  - Feedback
  - Explicit vocabulary instruction
  - Differentiation and grouping strategies
  - Classroom positive behavior interventions and supports
  - Making practice public
  - Progress monitoring

In your plan, identify the teacher supports (including professional development and coaching) required to facilitate the effective use of technology.

- Plan how your school will actively prepare students for the technology requirements of college and careers. Consider the National Educational Technology Standards for students, teachers, and administrators by identifying specific efforts you will take to improve the skill level of your school.

<b>CSD Recommended Technology Purchasing Priorities</b>		
Primary	Secondary	Tertiary
1. Every teacher has a functioning computer 2. Centralized printing 3. Every teacher has access to a laptop computer that is less than 5 years old 4. A projector at every teaching station 5. A document camera, AppleTV, or similar approved technology at every teaching station	6. An integrated audio system at every teaching station 7. Teacher and student iOS devices 8. Mobile or fixed computer labs 9. Student response systems 10. Individual staff printers	11. Interactive whiteboards and similar technologies 12. School-based curricular software
<a href="http://cnyns.org/CSDTechStandards">http://cnyns.org/CSDTechStandards</a>		

Reference:

1. International Society for Technology in Education. (2009). *National Educational Technology Standards*. Available online at <http://www.iste.org/standards/>.