

## ITEC 7410: Action/Evaluation Plan

Name: Ke'Ondra Clark

Semester: Spring 2019

<b>Goal: Skilled Teachers</b> <i>During the 2019-2020 school year, teachers will successfully implement technology into daily lessons.</i>			
<b>Evaluation Method:</b> <ul style="list-style-type: none"> <li>➤ Submission of Lesson Plans</li> <li>➤ Walkthroughs by Administration</li> <li>➤ Teacher Surveys</li> </ul>		<b>Success Indicator:</b> At least 90% of teachers will submit lesson plans that include implementation of technology.	
Strategies	Timeline	Budget/Funding Source	Person(s) Responsible
A selected amount of teachers (preferably one from each grade level) will attend the Georgia Educational Technology Conference. The intent is for teachers to learn new strategies so they can effectively integrate technology in to everyday lessons.	The conference will be held November 6-8, 2019.	The full conference is \$200 per teacher.  County/School funds will cover the cost for attendance as well as Sub cost, which is \$80 per sub/day.	The Academic Coach will take care of schedule and budget. Teachers attending the conference will be responsible for showing up and sharing what they have learned.
The Technology Specialist, Media Specialist, and any other tech savvy educator (STEM teacher, teachers who hold a degree in instructional technology) can have meetings informing about productive strategies and skills teachers can use to implement technology in the classroom.	Meetings will start early September-April and will take place at least twice a month during extended Specials.	No budget is necessary being that meetings will be during Specials time.	Academic Coach, Technology Specialist, and Media Special will organize and lead meetings. Teachers are responsible for attending meetings.
Administrators could create incentives for those who participate in conferences (or also workshops throughout the year) and	The timeframe will be from September-April to align with meetings.	Administrators can use incentives like free jean day/week to cut down on the budget. I would recommend monthly rotations (4	Academic Coach and Administrators who be responsible for managing incentives.

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		months “free of cost incentives”/4 months “dip into the budget incentives” not exceeding \$200 per month).	
<p><b>Goal: Instructional Change</b>  <i>During the 2019-2020 school year, teachers will become familiar with technology goals for students and implement them into lessons.</i></p>			
<p>Evaluation Method:</p> <ul style="list-style-type: none"> <li>➤ Teacher Surveys</li> <li>➤ Walkthroughs by Administration</li> <li>➤ Submission of Lesson Plans</li> </ul>		<p>Success Indicator:                      At least 90% of teachers will submit lesson plans that include technology standards for students.</p>	
Strategies	Timeline	Budget/Funding Source	Person(s) Responsible
A technology team will be developed in the school.	The team will be developed at beginning of school year in August.	No budget necessary.	Academic Coach, Administration, and Media Specialist will select members. Technology Specialist can assist if available.
Trainings will be provided for educators to learn about the ISTE standards for students.	Trainings will start no later than September.	If trainings are not during Specials time and classrooms cannot be covered \$80 per teacher/day.	Academic Coach will organize and schedule meetings. Teacher are expected to attend trainings.
The Technology Specialist will conduct professional learning meetings so that technology-related professional learning can be increased.	The meetings will be quarterly starting in September.	No budget necessary.	Academic Coach, Administration, and Technology Specialist will collaborate to schedule and organize meetings.
<p><b>Goal: Student Focused</b>  <i>During the 2019-2020 school year, students will gain knowledge of technology tools and technology literacy.</i></p>			
<p>Evaluation Method:</p> <ul style="list-style-type: none"> <li>➤ Submission of Lesson Plans</li> <li>➤ Walkthroughs by Administration</li> </ul>		<p>Success Indicator:                      At least 75% of teachers will submit lesson plans that include integration of technology tools and strategies for improving student literacy.</p>	
Strategies	Timeline	Budget/Funding Source	Person(s) Responsible

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Digital curriculum resources will be provided to teachers during PL meetings with Technology Specialist and Academic Coach. These meetings will promote integration of technology skills into content standards.	Monthly meetings will start in August and continue throughout the school year.	No budget necessary, meetings will take place during Specials.	Academic Coach and Technology Specialist will lead meetings. Administration should attend a few meetings throughout the year.
Teachers will model technology tools and discuss technology literacy with students.	Teachers will begin implementation starting in September and continue throughout the school year.	No budget necessary.	Teachers and Academic Coaches will develop lessons. (Technology Specialist will participate when needed)
Teachers will collaborate with Literacy Coach and EIP/Math Coach to discuss strategies of implementing technology tools to enhance student learning.	Meetings will start in the beginning of September.	No budget necessary.	Literacy Coach, Math Coach, and Teachers will be responsible for collaborating.
<p><b>Goal: Diversity Considerations</b>  <i>During the 2019-2020 school year, classrooms will be designed to give equitable access to technology and support students of low SES and gender groups.</i></p>			
<p>Evaluation Method:</p> <ul style="list-style-type: none"> <li>➤ Walkthroughs by Administration</li> <li>➤ Submission of Lesson Plans</li> </ul>		<p>Success Indicator:</p> <p>At least 75% of teachers will submit lesson plans including implementation of technology that will support student-centered learning. These lessons will consist of digital equity accommodations for students that are low SES and discuss strategies for supporting gender groups.</p>	
Strategies	Timeline	Budget/Funding Source	Person(s) Responsible
Teachers will participate in professional learning opportunities. They will learn about	This could take place anytime throughout the school year (August-May)	\$80 per teacher/day if needed.	Administration and Academic Coach will schedule trainings and manage budget.

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technology tools and strategies that will support digital equity for low SES and gender groups (female).			Teachers are expected to attend trainings.
More emphasis can be put to girls having leadership (Robotics Club and STEM).	This could take place anytime throughout the school year (August-May)	No budget necessary.	Academic Coach and STEM Teacher collaboration.
Educators can partake in grants that will gain more technology devices for the school.	This could take place anytime throughout the school year (August-May)	No budget necessary.	Academic Coach and any other teachers who feel led to support this idea.

**Goal: School Related**

*During the 2019-2020 school year, a shared vision will be created and implement technology into daily lessons.*

<p>Evaluation Method:</p> <ul style="list-style-type: none"> <li>➤ Monitoring and adjusting shared vision as needed.</li> <li>➤ Submission of Lesson Plans</li> <li>➤ Walkthroughs by Administration</li> </ul>	<p>Success Indicator:</p> <p>At least 90% of the teachers will submit lesson plans that addresses how one or more areas of the school's shared technology vision is being implemented.</p>
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Strategies	Timeline	Budget/Funding Source	Person(s) Responsible
A school technology vision will be designed to promote technology integration in the classroom.	This will begin at the beginning of the school year in August. Adjustments will be made as needed.	No budget necessary.	Academic Coach, Administration, School Leaders, Technology Specialist, Teachers, and any other necessary stakeholders will join together to create the technology vision.
Teachers will attend trainings that will introduce and share how to implement the shared technology vision into lesson plans.	Trainings will start in November. Teachers will be required to implement shared vision into lessons in January.	No budget necessary.	Administration will select committee members, organize, and schedule training dates. The Academic Coach will support with these tasks.
Meetings will be held to collaborate with	Meetings will occur quarterly throughout	No budget necessary.	Academic Coach and Administration will

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different grade levels to ensure everyone is on one accord with the shared vision. Teachers will discuss major skills that students to need to master across the board.	the school year starting in November.		organize and schedule meetings. Teacher attendance is required.
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### References

GaETC. (2019). *Georgia Educational Technology Conference 2019*. Retrieved from <https://conference.gaetc.org/>

ISTE. (2019). *Essential Conditions*. Retrieved from <https://www.iste.org/standards/essential-conditions>

Plan International. (2019). *Bridging the Digital Divide*. Retrieved from <https://plan-international.org/education/bridging-the-digital-divide>