

Standards of Practice for Digital Learning and Teaching Environments

1:1 Classroom Environment

- Clear procedures and routines are evident for classroom management.
- Classroom configuration is well designed to ensure collaboration and physical environment is organized.
- Digital Citizenship is taught and reinforced through CommonSenseMedia.org.
- Contingency plans for those without devices and when experiencing technical issues are in place.
- AVID District Organizational Structures

Student Information System

- Teacher ensures that grades are entered into PowerSchool on a weekly basis.
- Students regularly access the Student Portal.
- Teachers ensure that attendance is taken on a daily basis.

Instructional Management System

- Teacher enters, revises and finalizes data into Rubicon Atlas regularly.
- Teacher utilizes unit plan assessment tool, resources and unit plans that are housed on Rubicon Atlas.
- Quality unit plans are clearly evident on Rubicon Atlas.
- Lesson plans are uploaded at the direction of the school administrator.

ILS/LMS

- Both teacher and student actively engage on Edmodo daily and SharpSchool regularly.
- Syllabus, or "Year at a Glance", are present on the Edmodo class page.
- Students utilize the SharpSchool e-locker for file storage.
- Bell work/homework/assignments are observable on Edmodo.
- Edmodo and SharpSchool are used for assignment submission and feedback.
- Students keep their Edmodo calendars current and informative.

Technical Troubleshooting

- Teacher knows how to rectify basic technical issues.
- Students fluently troubleshoot and request assistance only after they have attempted to resolve issues.
- Teacher knows who to contact for technical issues: a protocol for assistance is evident.
- Site technician and/or ITF are aware of existing classroom issues.

Digital Best Practices

- Teachers are using digital content as the primary resource.
- Teacher makes appropriate use of video streaming in classroom using the OnslowView system.
- Teacher is skilled with interactive white board, projector and document camera as tools for supporting education.
- Students responsibly access online/web resources fluidly and show initiative utilizing tech tools.
- Student digital folders, notes and class materials are organized and labeled properly.

Assessments

- Benchmarks and formative assessments are administered online through USA Test Prep or other content specific tool.

Communication with Parents

- Feedback and assignments are posted to Edmodo.
- Assignments are communicated to parents weekly through PowerSchool.
- School and teacher web pages are kept current and informative.
- Available tools are used to regularly communicate with parents and community members (Remind 101, School Messenger, etc.).

Tech Assisted Interventions

- Teacher using tech assisted interventions with fidelity and monitoring student usage and progress on a regular basis both during the school day and after school.

Collaboration

- Teachers provide opportunities for students to collaborate online.
- Teachers collaborate online with others.
- Students network with community professionals outside of the district.

Change Management

- Principals provide time for teacher professional development and collaboration.
- Principals receive training on best practices for technology integration and leading change.
- Coaches, Program Facilitators and ITFs provide coaching, professional development and classroom support in a systematic way.