

## 1:1 Classroom Environment

- Clear procedures & 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 regularly.
- Teacher utilizes unit plan assessment tools, resources, and unit plans.
- Lesson plans are collected and shared at the discretion of the school administrator.

## ILS / LMS

- Both teacher and student actively engage on Edmodo and/or Office365 regularly.
- Syllabus or "Year at a Glance" are present on the Edmodo class page.
- Students and teachers utilize Office365 for file storage.
- Bellwork/Homework/Assignments are evident on Edmodo, Edmentum, and/or Office365.
- Edmodo and/or Office365 are used for assignment submission and feedback.
- Students keep their Edmodo and/or Office365 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 issue.
- Teacher knows who to contact for technical issues: a protocol for assistance is evident.
- Site technician and/or DLTF 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 in and applies the SAMR Model of digital integration for supporting education.
- Students responsibility 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 based on district-level timelines.

## Communication with Stakeholders

- Feedback and assignments are posted to Edmodo and/or Office365.
- Student progress is communicated weekly through PowerSchool.
- School and teacher web pages are kept current and informative.
- Available tools are used to regularly communicate with stakeholders. (Remind 101, School Messenger, etc.)

## Tech Assisted Interventions

- Teachers use 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.
- Coaching, PD and classroom support is provided in a systematic way.
- SAMR Model of digital integration is evident on campuses.