Instructional Leadership Team (ILT) Agenda

Educational Technology

## Sample ILT Agenda

**ILT Cycle:** Educational Technology

**School System ILT Members:** Curriculum leaders, Instructional Technology (IT) leaders, and Administrative leaders

**Suggested Time Frame:** 3 x 50 Minute Sessions

| **Define the Purpose/Identify the Need** | * Define the goals and objectives of a school system-wide educational technology plan * Identify the stakeholders involved in creating and implementing the plan |
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| **Receive New Learning/New Learning** | * Review the [Louisiana Department of Education Technology Plan](https://www.louisianabelieves.com/docs/default-source/technology-footprint/louisiana-educational-technology-plan.pdf?sfvrsn=554d6518_4) * Discuss how this plan can be implemented in the school system.   + *What misconceptions do you anticipate need to be addressed?* * Review best practices and research on educational technology planning and implementation   Explore examples of successful educational technology plans from other school systems |
| **Internalize and Practice/Development** | * Begin developing an effective educational technology plan   + This plan should include software, software usage, professional learning offerings, infrastructure, and privacy and security. * Identify the resources and infrastructure needed to support technology integration.   + *What are strategies that could be utilized to improve the current status?*   + *What funding sources are available?* * Develop strategies for assessing the impact of technology integration on student learning outcomes |
| **Implement Learning/Application** | * Collaboratively develop the educational technology plan, including:   + Goals and objectives   + Strategies for technology integration in the classroom   + Professional development plans for teachers and staff   + Infrastructure and resource needs   + Evaluation and assessment plans * Engage with key stakeholders, including teachers, administrators, and community members, to gather feedback and refine the plan * Develop a communication plan to share the educational technology plan with all stakeholders and ensure buy-in and support |
| **Assess Impact/Evaluate** | * Review data on technology use and integration in classrooms   + *What educational technology tools are currently being utilized?*   + *What data has been obtained about the use of these tools?* * Identify areas of success and challenges related to technology integration   + *How are tools being assessed for effectiveness?* * Collect feedback from teachers and students about their experiences with technology integration. |

## ILT Agenda Template

**ILT Cycle:**

**ILT Members:**

**Time Frame:**

| **Define the Purpose and**  **Identify the Need** |  |
| --- | --- |
| **Receive New Learning** |  |
| **Internalize and Practice** |  |
| **Implement Learning** |  |
| **Assess Impact** |  |