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
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| **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
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| **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.
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## 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**  |  |