

# NON-NEGOTIABLES



## ADMINISTRATOR SUPPORTS

- Attend in-person Administrator Orientation in July to collaborate with Digital Learning Coach (DLC) to develop a Digital Learning Action Plan to guide schoolwide digital learning goals, coaching supports, and customized professional development based on identified needs
- Meet with DLC once a month to evaluate progress and adjust supports as needed

1

## DATA COLLECTION

- Participate in fall and spring collections of BrightBytes Technology & Learning needs assessment and other DLC program evaluations
- Participate in data analysis with DLC
- Use data to revise Digital Learning Action plan as needed

3

## COACHING RELATIONSHIP

- Coaching supports, including coaching conferences and observations, will not be used as an evaluation of teachers or their instructional practices
- Respect the confidentiality between coach and cohort members

5

## SCHOOL CULTURE

Maintain an ideal school environment and culture where high-quality digital instruction can thrive, even after the coaching period ends

7

## PROFESSIONAL LEARNING

- 1 professional development session led by DLC each semester for the entire school
- 2 professional learning community sessions led by DLC each semester to extend learning in smaller groups
- Sessions selected based on needs identified in Digital Learning Action Plan
- Provide the following for any sessions provided by the DLC: print materials; training facility with projection system; facility set up; an administrator in attendance

2

## COHORT TEACHERS

- Work with DLC to select 6-8 teachers to participate in the cohort
- Provide time during the school day for cohort teachers to meet once a week with the DLC to receive individualized supports

4

## WORKSPACE

- Provide a quiet, private space within the school in which the DLC can complete paperwork
- Provide Wi-Fi access

6