**Dover School District**

**Evaluation/Technology Planning Initiative**

*8/25/15 -- 9am – 3pm*

***Agenda***

**www.sun-associates.com/projs/dover**

**jsun@sun-associates.com**

**I. Introductions** (9:00 – 10:00)

* Sun Associates – Experience and Staff Involved in this Project
* Task Force Members
* Quick Review/Discussion of Evaluation and Planning Process
	+ Take a look at a sample Evaluation Report
	+ Take a look at a sample Technology Plan
* Discuss How This Work Meshes with Neoscope’s IT Support

**II. What is Dover’s Vision for Technology’s Role in Teaching and Learning?** (10:00 – 11:00)

* Discussion Prompts to Develop Components of Vision
	+ This is necessary to support the baseline evaluation
	+ Full vision statement to be finalized in the planning process
* Overall, What Does It Look Like in Dover When Technology is an Effective Part of the Teaching and Learning Environment?

**III. Avenues of Investigation for the Evaluation** (11:00 – 1:30, including working lunch)

* *To what extent does current practice in the Dover School District reflect the skills attitudes and conditions necessary to reach the district’s vision for technology’s role in teaching and learning?*
* What will the evaluation be looking at, specifically?
* All investigation is rooted in what was developed in II, above
	+ Student/Teacher behavior in the classroom
	+ Teacher/Administrators’ skills, beliefs, and behavior
	+ District/City supports for instructional technology

**IV. Review and Set Evaluation Logistics** (1:30 – 2:30)

* Expectations for the Task Force’s Work
* Sun Associates will develop data collection tools based on Dover’s indicators
	+ Surveys
	+ Focus Groups/Interviews
	+ Classroom Observation Protocol
	+ Other?
* Criteria/Process for selecting focus group participants, groups, etc.
* Data collection schedule/calendar (review and set)

**V. Set Expectations for Specific Next Steps** (2:30 – 3:00)

* Online Review of Indicator Statements
* Report of Evaluation Findings (next physical meeting – late September)
* Planning Meetings/Process (October – January)