

**Palos Verdes Peninsula Unified School District  
Proposed Actions for Consideration List from  
Technology Insta-Audit Meeting on February 12, 2002**

1. **Student Learning:** Shift norm from optional use of technology as enrichment experiences to essential use in all classrooms for designated learning outcomes.
2. **Student Learning:** Expect students to use technology for performance-based tasks and products that demonstrate their knowledge and understanding of content and ideas.
3. **Student Learning:** Define expectations for learning and technology experiences based on district's essential learning standards.
4. **Student Learning:** Define "information literacy practices" as a district wide curriculum focus for technology.
5. **Staff Development:** Shift the focus of workshops and other staff development efforts from optional technology skills training to required activities on instructional strategies and practices.
6. **Staff Development:** Investigate incentive programs that encourage participation and sustain teacher involvement with and commitment to institute ideas from the staff development programs.
7. **Staff Development:** Establish the practice that teacher teams, rather than individual teachers, work together to define learning goals, expected results and assessment strategies for student use of technology.
8. **Staff Development:** Develop staff development activities that support instruction rather than isolated technology skills, ranging from literacy, adapting and transforming uses that can be presented small groups of teachers by local experts at each school.
9. **Staff Development:** Assist all teachers and administrators in distinguishing between literacy, adapting and transforming uses of technology to support the intellectual growth of all students.
10. **Home/School Connection:** Determine the actual extent of student access to technology resources at home and develop a partnership between teachers and parents in utilizing these resources to the fullest potential.
11. **Technology Policy:** Define minimum levels of access for peripherals such as digital cameras, scanners, projection devices, etc. to broaden and increase the instructional benefits.
12. **Technology Policy:** Define targets for replacement cycles to ensure equity of access to up to date technologies for student learning tasks, for example reduce the percentage of equipment older than five years to less than 10% of the equipment at each school.
13. **Technology Policy:** Deploy existing and new equipment in schools in such a way to maximize student access and optimize the impact on student learning results.
14. **Technology Policy:** Develop deployment guidelines that are based on lessons from best practices and not limited to past practices.
15. **Technology Policy:** Develop well-defined district guidelines for equitable deployment of resources and equipment replacement needs.
16. **Technology Policy:** Implement various technologies in a variety of settings which enhance anytime, anywhere access for all students.
17. **Technology Policy:** Reallocate existing equipment within the site and the purchase of portable devices to increase mobility and distribution of resources within schools.
18. **Evaluation/Assessment:** Develop collaborative teams of teachers to evaluate the nature and quality of student computer-based products using nationally developed scoring guides or district developed rubrics.
19. **Evaluation/Assessment:** Conduct annual site visits, and ranking guide assessments by visitors and staff at each site to measure the impact of technology on student learning.

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