
Indicators of Digital Readiness

Indicator	Process for Effectively and Efficiently Vetting New Infrastructure Technology
Element	Technology Support and Services
Priority Level	P3
Organizational Level	District

Description of the Indicator

The utilization of instructional and learning technologies into teaching and learning must be planned for and have reason and purpose to achieve instructional goals and objectives. A process should be in place in order for staff to explore and implement resources that are best suited for the learning environment.

Why is this indicator important?

District Hardware must be vetted through the appropriate process for establishing a Digital Ready School. Stakeholders need to review and test equipment in order to make sure they will operate within the district's infrastructure to support teaching and learning and district operations.

Indicator Rubric

Insufficient Evidence of Implementation (0 Points)	<ul style="list-style-type: none">● The process for vetting new hardware does not follow the outline of execution stated below
Foundational Stage of Implementation (1 Points)	<ul style="list-style-type: none">● The district leaders have met to develop an outline of execution for vetting new hardware such as servers, switches, access points, firewalls and web filters
Achieving Success in Implementation (2 Points)	Evidence is provided for all previous rubric levels, as well as: <ul style="list-style-type: none">● The district leaders have completed an outline of execution and have evidence of implementation at district level
Exemplary Success in Implementation (3 Points)	Evidence is provided for all previous rubric levels, as well as: <ul style="list-style-type: none">● The district leaders have completed an outline of execution and have evidence of implementation at district level and have created a multi-year replacement plan for all hardware

Who in the school/district should lead and be involved with this indicator?

- Building Administration
- Technology Leader
- IT Personnel
- Operational Personnel
- Faculty
- Library Media Specialist
- Technology Integration Staff (coaches, specialists, etc...)
- Students

How to execute the indicator

To properly vet digital resources for an effective learning environment, a process must exist to assure the resource is meeting privacy, curricular and instructional needs, while assuring the resource will work in the existing technical infrastructure and be financially sustainable (if applicable). Below is an outline of execution

1. Identify the need of Infrastructure upgrades
 - a. Communication between teachers and building/district level curriculum personnel
 - b. Assure other tools are not already fulfilling need - if so, is this more effective?
 - c. Determine ultimate scope of using digital resource (teacher, subject, building, district)
2. Determine technical viability in existing environment and financial sustainability
 - a. Communication between technology leader and district to understand how resource will be used
 - b. Technology leader determines technical viability with existing infrastructure
 - c. District personnel and technology leader determine costs, both one-time and potential ongoing renewals
 - d. Appropriate administration determines if financial obligations can be met

Evidence to submit for successful execution of this action

Please provide a detailed explanation the district's process for vetting hardware, including both steps outlined above. In addition, a narrative should be included taking the evaluator through a recent example of how your hardware purchase was vetted.

Resources schools can use to complete this action successfully

- [Critical Evaluation of Websites/Apps](#)
- [Ensuring the Quality of Digital Content for Learning - SETDA](#)

Certified Schools Exemplars

No certified schools are available at this time. Check back next year!