 SELF-ASSESSMENT

 *School Technology Specialist*

STS:       Supervisor:       Date:

PLAN

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Low |  |  |  |  |  |  |  |  |  | High |
| 1. (P.1) Proactively participates in the creation of a vision and goals for technology integration in collaboration with school and district administrators | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 2. (P.2) Uses accurate inventory and technology integration records to guide planning and maintenance to ensure technology is up to date | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 3. (P.3) Uses data to design ongoing professional development that ensures technology is used effectively to increase productivity and provide quality student learning experiences | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 4. (P.4) Plans, prioritizes, and balances work tasks to address technology needs in a timely manner | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 5. **PLAN Reflection**: Discuss areas of strength and areas of needed improvement |

TEACH & TRAIN

|  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  | Low |  |  |  |  |  |  |  |  |  |  | High |
| 6. (T.1) Clearly articulates, promotes, and implements school technology vision and goals | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 7. (T.2) Incorporates a variety of training types and instructional strategies to ensure individual faculty and staff members learning needs are met | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 8. (T.3) Meets individual needs by appropriately sequencing and scaffolding training to increase the technology knowledge and skills of faculty and staff | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 9. (T.4) Displays enthusiasm and clear interest in topic when presenting | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 10. (T.5) Demonstrates and shares technological knowledge and expertise with colleagues | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 11. **TEACH & TRAIN Reflection**: Discuss areas of strength and areas of needed improvement |

CHECK

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|  | Low |  |  |  |  |  |  |  |  |  |  | High |
| 12. (C.1) Meets regularly with administrators to evaluate and continuously improve technology integration process | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 13. (C.2) Seeks and uses frequent feedback to guide adjustments to technology plan implementation and professional development | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 14. (C.3.) Consistently follows up with faculty and staff ensuring technology needs are met and work orders are completed | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 15. **CHECK Reflection**: Discuss areas of strength and areas of needed improvement |

ENVIRONMENT

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|  | Low |  |  |  |  |  |  |  |  |  |  | High |
| 16. (E.1) Fosters a safe and inviting environment where school technology specialists are positive and respectful | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 17. (E.2) Demonstrates understanding and tact while communicating high expectations for technology integration | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 18. (E.3) Creates an environment of support through effective time management, organization, and allocation of resources | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 19. **ENVIRONMENT Reflection**: Discuss areas of strength and areas of needed improvement |

PROFESSIONALISM

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|  | Low |  |  |  |  |  |  |  |  |  |  | High |
| 20. (PRO.1) Engages in self-reflection and professional learning for continuous growth and expertise | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 21. (PRO.2) Collaborates and cultivates productive relationships with staff, students, parents, administrators, and community to improve learning | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 22. (PRO.3) Approaches challenges and changes positively in a problem-solving manner | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 23. (PRO.4) Makes professional contributions to school, district, and school community | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 24. (PRO.5) Adheres to district technology standards and procedures | [ ] 0 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ] 4 |
| 25. **PROFESSIONALISM Reflection**: Discuss areas of strength and areas of needed improvement |