

## How Effective and Efficient is Your District's Technology Program?

# School Districts Need to Receive Top Value From Their IT Departments

Our technology assessments can ensure policy makers that their technology departments and staff are key assets to the district. Our services include:

- Overall technical competence assessment
- Assessment of technical competence of all personnel including relationship of job-assignment to technical education and training
- Facilitation of strategic planning with IT department staff and/or district leadership
- Leadership development training for IT directors
- Budget management training for IT directors
- On-going mentoring for new IT directors
- Assistance in hiring & selection of IT vendors

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When is the last time your district had a third-party assessment of its IT Department?

The technology department provides support for instruction, learning, special

education, and most of the district's business functions.

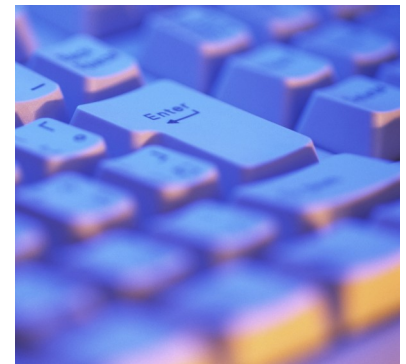
Increasingly, it is responsible for documenting the district's accountability to local and state policymakers for how funds are spent.

No district can afford to have a dysfunctional IT department. Districts need to ensure that their IT departments make the grade. For an independent, on-site assessment of your district's technology program, contact Capital City Technical Consulting Company.



Capital City's founding partner K. David Weidner has more than 25 years in the information-education technology industry. He specializes in the use of technology for the improvement of education and learning. His partner, E. Joseph Schneider, is the former deputy executive director of the American Association of School Administrators (AASA) and the recent author of *The School Principal's Guide To Managing Communication*.

**CALL TODAY FOR A FREE TELEPHONE CONSULTATION ABOUT YOUR DISTRICT'S NEEDS**





No two technology assessments are alike. However, they all have some common characteristics.

The first thing Capital City Technical Consulting Company does is determine with the district's leadership—including the director of the IT department—what the scope of the assessment is going to be.

Generally, an assessment will examine:

- Existing district policies & plans
- Existing policies & procedures as well as work-load allocations
- Relationship between district's operating plan and industry's best practices
- Beliefs of cabinet, teachers, staff, technology staff, and support staff about alignment of district with plans and policies
- Workshop deployment, application use, and end-use technology adoption and integration into instructional and administration processes
- Relevance of district-provided training for IT staff to ensure alignment with district policies and goals
- Alignment of technology goals with district's instructional objectives

Capital City Technical Consulting Company prepares both an oral and a written report, the latter suitable for public release. The oral report, delivered to district officials, would be the only one that touches on personnel matters. The written report will touch on the district's technology

- *Organizational needs,*
- *Policies and procedures, and*
- *Future planning recommendations.*

The assessments are conducted onsite at the district by a team of Capital City researchers using non-threatening interview methodology. Focus-group sessions involving small numbers of co-workers as well as open-ended questionnaires are used to collect data. When completed, the assessment enables the district to

1. Update its technology plans and policies.
2. Identify the staffing and management support required to accomplish its goals;
3. Obtain training to ensure a high-energy, productive IT staff with the skills to interact with broad range of district employees; and
4. Outline a long-range plan to upgrade its equipment and facilities as required.