

2017- 2018 Chief Academic Officer - Key Responsibilities

POSITION:	Chief Academic Officer	Coordinator of Cyber and Blended Learning	Coordinator of Educational Technology Integration
NAME:	Matt Friedman	Kristie Burk	Jonathan Blow
REPORTS TO:	Superintendent	Chief Academic Officer	Chief Academic Officer
	<p>K-12 Curriculum and Instruction</p> <p>K-12 Blended and Cyber Coordination/Principal</p> <p>K-12 Educational technology integration and program evaluation (e.g., Tech Academy), On-line learning</p> <p>District Teacher and Principal Professional Development</p> <p>Professional Education Committee and Professional Development Committee</p> <p>Curriculum Review Cycle</p> <p>Coordinate K-8 Grade Level and K-12 Curriculum Leaders</p> <p>CCIU Curriculum Liaison</p> <p>Coordinate and Create Secondary Course handbooks</p> <p>New Teacher Induction</p> <p>Act 48 and Act 45</p> <p>Differentiated Supervision</p> <p>Educational program evaluation</p> <p>Dual Enrollment</p> <p>Curriculum budget</p> <p>K-12 Instruction, includes Teacher Evaluation System</p> <p>Common Core Standards</p> <p>Kindergarten Initiatives</p>	<p>Cyber program and course development with K-12 teachers, students, and parents.</p> <p>Blended program and course development with 9-12 teachers, students, and parents.</p> <p>Cyber and blended recovery program coordination with teachers, students and parents.</p> <p>Coordinates and directs public relations supporting the cyber and blended program at DASD</p> <p>Work with Connect teams on cyber related programs and tools</p> <p>Coordinates on-line and blended summer school programming with Chief Accountability Officer</p>	<p>Ensure that the K-12 professional staff is able to integrate technology into their curriculum instructional, remedial, and assessment programs in order to align and enhance classroom practice.</p> <p>Coordinate all Instructional Technology Coaching and teacher Tech Innovator and activities and goals for all DASD buildings on a yearly and monthly basis.</p> <p>Collaborate and design lesson and unit plans that integrate technology.</p> <p>Insure that the K-12 professional staff is prepared to both deliver and assess content through a district approved Learning Management System.</p> <p>Coordinate all technology initiatives related to BYOD (Bring Your Own Device), 1 on 1, and school purchased devices.</p> <p>Keep the Board and all professional staff apprised yearly as to levels of connectivity among our student population to insure equitable access.</p> <p>Develop, coordinate and track all professional development activities of the professional staff related to synchronies and asynchronies curriculum delivery working in concert with the Curriculum Department.</p> <p>Coordinate the vetting process, educational grade level and subject level importance of all tablet apps being used through the K-12 Ed Program.</p> <p>Coordinate and/or conduct all induction activities related to the integration of technology in classrooms.</p> <p>Design and facilitate professional development opportunities and activities where shared collaboration and best practice usage of technology is both modeled and achieved in a video library for each recall and tutorial reference.</p> <p>Create and maintain position procedure outline to describe day to day duties of the position/department as needed</p>
BOARD CMTE:	Curriculum Committee		