



Andrew Zuckerman, Ed.D.
Chief Information Technology Officer

MEMORANDUM

TO: Principals

FROM: Andrew Zuckerman, Ed.D. AZ
Chief Information Technology Officer

DATE: August 24, 2021

RE: Engagement and Technology Lead Stipend &
Elementary Technology Coordinator Emolument

As we continue our transition to a 1:1 district, the role of instructional technology teacher leaders will be critical to the success of technology implementation in each school. There are two technology leadership positions available to Unit I employees in schools for SY 2021-2022:

- Engagement and Technology Lead (Stipend position, All Schools)
- Technology Coordinator (Emolument, Elementary Schools Only)

Please note that the same staff member may not serve in both positions at the same time.

Engagement and Technology Lead

This year, PGCPS will provide a stipend to educators who serve in the role of Engagement and Technology Lead (ETL) for each school building. School principals are required to select one person to serve in this role. The ETL must be a Unit I employee. The ETL will work alongside school leaders and professional development lead teachers to drive transformation in teaching and learning through the use of instructional technology in a 1:1 environment. Please click [here](#) for the ETL job description and stipend disbursement chart.

- Identify the name of your ETL for the school year, as a member of your team of Canvas Champions by submitting the form provided: bit.ly/selectcanvaschampions
- If you have already submitted the name of your ETL but would like to make an adjustment, please resubmit your Canvas Champion team members as soon as possible.

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Technology Coordinator - Elementary Schools

As in previous years, elementary school principals will have the opportunity to provide a compensatory emolument to Unit I instructional personnel serving in the role of Technology Coordinator. Appointment of a technology coordinator is at the sole discretion of the principal.

Technology Coordinators in elementary schools receiving an emolument will be primarily responsible for the following technical duties:

- Supporting staff and students in the set-up, use, and resolution of issues with classroom technologies;
- Facilitating password changes for staff and students, while encouraging the use of IDM when appropriate;
- Assisting school administrators with technology inventory management;
- Supporting all building staff and students as an active member of the school-based technology teams to provide Tier I technology support;
- Remaining up to date with district technology initiatives;
- Attending IT division meetings as needed.

Additional information about compensatory emoluments will be available in the Compensatory Emoluments 2021-2022 Bulletin.

If you have any questions about the role of the Engagement and Technology Lead or Technology Coordinator, please contact Lisa Spencer at lspencer@pgcps.org. Thank you for all that you do!

AZ:sd

c: Division Chiefs
Associate Superintendents
Instructional Directors
Division of Information Technology