SAMPLE PLANNING & IMPLEMENTATION TIMELINE
(Assumes Fall 2020 Start)

1) Explore	
Milestone	**Timeline**
Potential **School Team** attends Planning Track at New Tech Annual Conference*	July 2019
Leadership Team engages with NTN District and School Development to investigate the model and assess interest	Summer/Fall 2019
Potential **School Team** attends Executive Tour* at NTN school	Fall 2019
2) Plan	
Milestone	**Timeline**
Leadership Team signs Planning Agreement	Summer/Fall 2019
Leadership Team engages in remote planning support with NTN	Ongoing
Leadership Team identifies NTN Project Manager and NTN School Director	Fall/Winter 2019
Leadership Team completes NTN Planning Document	Fall/Winter 2019
School Team hosts Readiness Visit with NTN District and School Development	Fall/Winter 2019
Leadership Team signs and returns customized NTN Agreement (contract)	By January 1, 2020

3) Design and Implement (Pre-Launch)	
Milestone	**Timeline**
Leadership Team identifies Echo Administrator	Spring 2020
School Team has access to planning and design toolkits and resources via Echo	Spring 2020
Leadership Team participates in virtual Leadership Institute	Spring 2020
Leadership Team identifies Year One staff	Spring 2020
School Team attends NTN Residency*	Spring 2020
School Team attends NTN 101 at New Tech Annual Conference*	July 2020
Leadership Team convenes with Leadership Institute cohort at NTN 101*	July 2020
School Opens	**Fall 2020**
4) Design and Implement (Post-Launch)	
Milestone	**Timeline**
Leadership Team participates in two Leadership Team Workshops per year	Ongoing
School Team participates in three School Team Coaching Workshops per year	Ongoing
Leadership Team attends Leadership Summit* each year	Offered Summer and Winter
Teachers benefit from ongoing Remote Coaching Services through NTN	Ongoing
School Team attends the New Tech AnnualConference*	July

* Travel for these events is not included in the NTN contract and is at your own expense.

GLOSSARY

Echo Administrator
The person responsible for setting up and maintaining your school's Echo domain and the initial point person for onsite troubleshooting. Echo Administrators are trained and supported by NTN.

Executive Tour
An opportunity for stakeholders in a school or district (including administrators, teachers, and community members) to visit an existing New Tech school and interact with their counterparts to ask questions and gain additional insight into the New Tech model.

Leadership Institute
NTN offers the Leadership Institute as a support specifically for new schools. NTN's Director of School Leadership facilitates a virtual, collaborative cohort where network leaders connect and address predictable challenges in starting and sustaining school transformation. This is a monthly meeting in the early planning stages through the first few months of a school launch.

Leadership Summit
Convened twice per year, Leadership Summit is the primary professional development event for school directors and other school-based leaders from across the Network.

Leadership Team
This small group, including the school leader and teacher leaders, keeps the instructional vision and direction in focus. Leadership Teams help ensure sustainability and shared leadership.

Leadership Team Workshops
These full-day coaching visits provide strategic planning, assess school progress, and develop an adult learning plan for the school. Additionally, we offer up to 24 hours of remote support from NTN school coaches.

New Tech Annual Conference (NTAC)
This national event showcases the full power of the NTN network. Experience first hand the expertise offered by thousands of educators as we work together to start, sustain and accelerate innovation.

NTN 101
A special track at the New Tech Annual Conference, designed to meet the needs of new School Teams. We focus on PBL design and facilitation, and educators take time together to prepare for the start of the school year.

NTN Planning Document
A formal document that prospective schools fill out in order to become a New Tech member and assist New Tech employees in developing a plan of support for the school.

NTN Project Manager
The person primarily responsible for working with New Tech Network through the Planning and Development phases. This person should be in a decision-making role at the school or district level.

NTN Residency
In just two days, we introduce school staff to the core principles and practices of our model, provide an introduction to the components of PBL, build the foundation of professional culture, tour an existing NTN school, and more.

NTN School Director
The administrator responsible for the implementation of the New Tech model in a school. This is a full-time position – in school-within-a-school implementations, the Director shares leadership with the building principal. In a whole-school model, the Director is typically the same person as the building principal.

Planning Agreement
A contract during the Planning Phase that allows early access to Echo as well as customized support for the design and implementation of a New Tech school.

Readiness Visit
NTN staff provide constructive support throughout the planning year prior to implementation. During the Readiness Visit, we help to address any unresolved issues to ensure a strong start to the school year.

Remote Coaching Services
NTN supports individual teachers to design, implement, and scaffold high quality, rigours Project-Based Learning experiences for students. Our support for teachers is personalized and differentiated, designed to meet each teacher where they are and support them in predicable obstacles and skills, such as designing entry events, rubric assessment, scaffolding, supporting collaboration,

and strategies for student presentation and exhibition of learning. Through NTN Badges and remote support, teachers submit artifacts, gain feedback from NTN, and receive badges to track their personal progress.

School Team
A diverse mix of teachers, leaders, and school staff who implement the New Tech Network model. They address predictable challenges and develop a strong culture of student and adult learning.

School Team Coaching Workshops
These full-day workshops focus on solving predictable challenges facing your school. This includes assessing multiple learning outcomes, supporting student collaboration, developing student agency, and increasing project authenticity and rigor.