Veracity

Tech Approval Framework

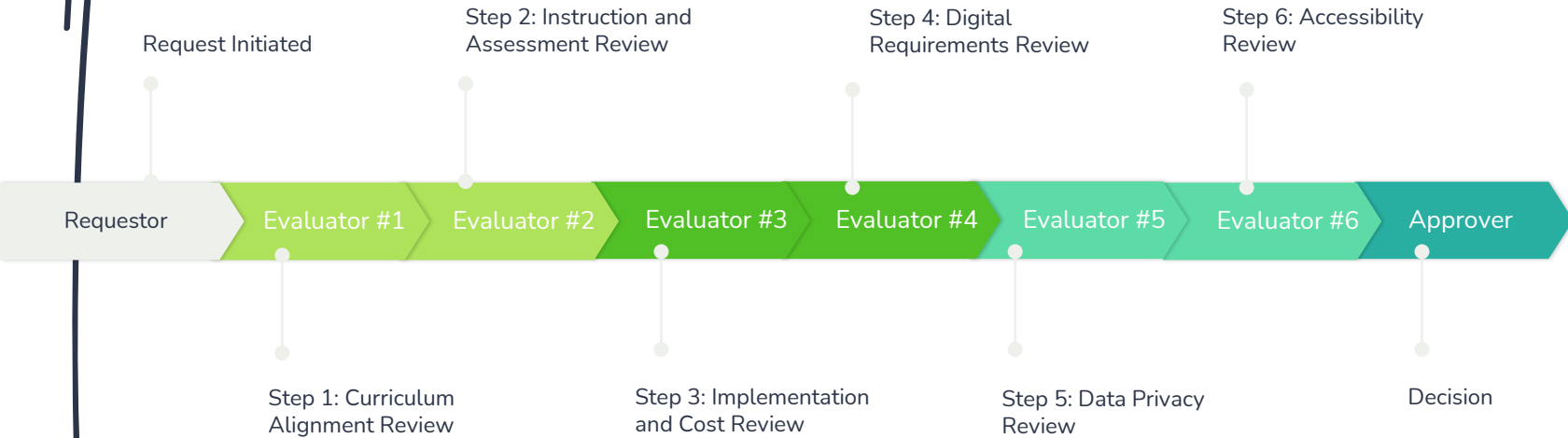(Sample for district use)

General Information Collected

Sample Request Form Questions
- Name of school site
- Name of software application
- Name of vendor/company
- URL (main page for online software)
- Grade level(s) targeted by software
- What primary group of students will be targeted with the use of this application/software? (Regular Ed, SpEd, GATE, ELL, Other)

Evaluation Flow

Request Initiated

Step 2: Instruction and Assessment Review

Step 4: Digital Requirements Review

Step 6: Accessibility Review

Requestor	Evaluator #1	Evaluator #2	Evaluator #3	Evaluator #4	Evaluator #5	Evaluator #6	Approver

Step 1: Curriculum Alignment Review

Step 3: Implementation and Cost Review

Step 5: Data Privacy Review

Decision

Step 1 – Curriculum Alignment Review

Sample Request Form Questions

- How does this program support/align with district adopted curriculum?

- List school goals that are supported by this software.

- Describe the research-base and study effectiveness data available that supports the program's use in an academic setting. You many include links to websites with research data.

  - What is/are the specific instructional purpose/content area(s) addressed by the program? (ELA/Writing/Spelling, ELD, Math, Social Science, Science, Music, Physical Education, Other)

- Is the program content aligned to our state standards?

Sample Evaluator Actions

- Review Requestor responses.

- Complete and upload the Curriculum Evaluation Rubric.

Step 2 – Instruction and Assessment Review

Sample Request Form Questions

- How does this program collect ongoing data and create data reports that allow teachers to monitor student performance?

- How does the program differentiate, scaffold, extend, and reteach concepts to support individual student needs?

- How will the impact of the program on student achievement be assessed and reported?

Sample Evaluator Actions

- Review Requestor responses.

- Complete and upload the Instruction and Assessment Evaluation Rubric.

Step 3 – Implementation and Cost Review

Sample Request Form Questions

- What is the cost of this program?

- Is the cost of this program sustainable by the site?

- How will this program strategically fit into the instructional routine/plan? Explain the time commitment needed per day/week to achieve optimal outcomes.

- What is the professional development plan to train staff and the anticipated cost to support implementation?

- How will the program fidelity of implementation be monitored and supported by site leadership?

Sample Evaluator Actions
Answer the following:

- Does the cost exceed RFP threshold?

- What is the estimated total cost to support?

- What resources will be required to implement?

- What budget will be used for purchasing this program?

Step 4 – Digital Requirements Review

Sample Request Form Questions

- Is this application OneRoster, Clever, or ClassLink (sync/roster) compatible?

- Will the application work on our district's systems/hardware?

- Will the application require setup at the district level?

- Which browser is best for using this application (Chrome, Firefox, Edge, Safari, Other)?

Sample Evaluator Actions

- Confirm program will work with rostering and single-sign-on systems.

- List any systems in which this program is not compatible.

- Define resources that will be involved.
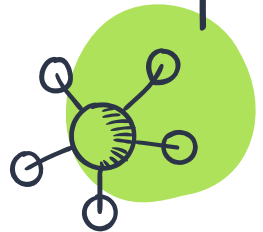
Step 5 – Data Privacy Review

Sample Request Form Questions

o Does the vendor/product comply with state and federal laws and guidelines regarding student data privacy?

o Is the vendor willing to sign the district or state Vendor Compliance Agreement?

Sample Evaluator Actions

o Review and upload the vendor Privacy Policy.

o Review and upload a copy of the Data Sharing Agreement.

o Confirm compliance for FERPA, COPPA, GDPR, State-specific laws

Step 6 — Accessibility Review

Sample Request Form Questions

- Is the program content accessible for all students (e.g., text accessibility features, audio, captioning, etc.)?

Sample Evaluator Actions

- Confirm the program supports the following accessibility features: Closed Captioning, Text-to-Speech, Speech-to-Text, Screen Readers, Video, Audio, Color and Contrast, Magnifier.

- List any student limitations that may occur with this program.

Next Step:

Automate Workflow

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