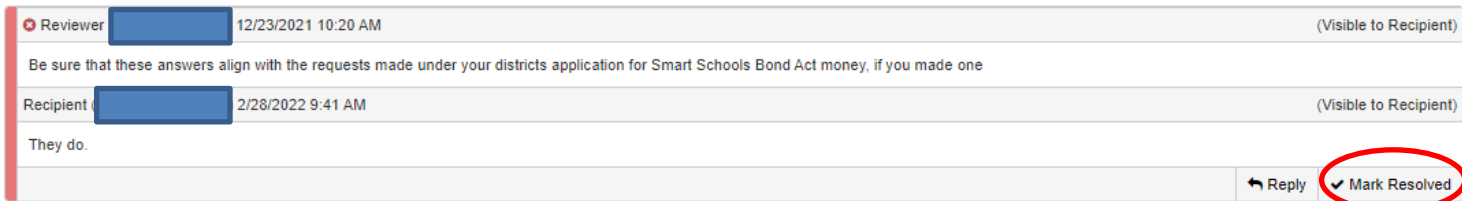


# RIC Reviewer 2022 Instructional Technology Plan FAQ

This is a supplement to the FAQ published on the District ITP site

1. **Question:** What is the process by which the RIC reviewer lets NYSED know that issues identified in the portal have been resolved?

**Answer:** Prior to sending the plan to NYSED to review, the RIC reviewer should click on “Mark Resolved” for each issue identified in the portal that has either been addressed or clarified and is no longer of concern.



2. **Question:** What are the most common errors in the plans submitted to NYSED by the RIC reviewers?

**Answer:** The following issues are common and will result in the plan being automatically returned to the Reviewer for correction by the district:

- Dates in the action plans are either prior to July 1, 2022, or after June 30, 2025.
- Anticipated costs are listed as TBD or have other unallowed text.
- Links to the tech plan go directly to a document and not a web page. Or the link goes to the district homepage that does not host a placeholder or old Tech Plan link.
- Cost figures in the action plan and/or investment plan appear to be incorrectly calculated or do not make sense when comparing the dollar amounts in the action plan to the investment plan.
- If goals are identical copies from the previous three-year plan or the NYSED goals.

3. **Question:** What is the purpose of the flag types that NYSED uses in SEDMON to communicate with the RIC reviewer?

**Answer:** These flags are viewable by NYSED and RIC reviewers and the district.

<b>Needs Correction</b>	<b>Red</b>	Needs to be fixed to be approved
<b>Clarification</b>	<b>Yellow</b>	Answer should have more information or additional details. RIC reviewer decides whether or not to require the update(s)
<b>Information</b>	<b>Blue</b>	Informational notes for the RIC
<b>Resolved</b>	<b>Green</b>	Flag turns green when marked as resolved.

4. **Question:** Who can see the notes that are generated by NYSED in SEDMON when reviewing a plan?

**Answer:** NYSED notes are always written using the Reviewer only option. NYSED and Reviewers use notes as an internal communication tool to have a dialogue about issues with the plan.

- Not all notes necessitate that the district make any changes. NYSED notes are not necessarily intended to be sent to the district verbatim. Some comments are simply meant to inform conversations with the district.
- If the Reviewer is sending the plan back to the district for changes, they will create their own note in SEDMON or send an email to the district based upon what the Reviewer believes is the best approach for the specific situation.
- If a reviewer un-submits the plan to the district for modification based upon the NYSED note without writing their own note, the district will not see the NYSED note and will not know why the plan has been sent back to them.

5. **Question:** Will NYSED be requesting that districts provide the data generated by the measurement tools outlined in the 2022 plan?

**Answer:** There will be no reporting requirements tied to the data. However, districts may be asked to reflect on their progress toward the goals as a part of the 2025 Instructional Technology Plan. This will likely be similar to a question in this year's plan from the [Instructional Tech Plan Guidance document](#) in Section II, question 4.