

THE OFFICE OF
INSTRUCTIONAL TECHNOLOGY

INSTRUCTIONAL DEVELOPMENT AND DESIGN
INSTRUCTIONAL TECHNOLOGY
ATLANTA VIRTUAL ACADEMY
MEDIA SERVICES

MODUS OPERANDI



OUR CULTURE BOOK

OUR VALUES are the basis for everything we do. When people encounter situations, they use their values and professionalism, along with training and experience to guide their actions and decisions.

Each of us has the opportunity every day to be a leader in how we represent *The Office of Instructional Technology Modus Operandi*, how we handle difficult and unpredictable situations, how we use the resources of the organization, and how we take care of each other, our teachers, students, families, and the larger APS community. So clearly, being a leader is not confined to those who hold a certain title.

Our *Office of Instructional Technology Modus Operandi* outlines our expectations of what it means to live out our values and leadership behaviors every day. While some of what is written here is intended for those who formally lead teams, in today's evolving environment we all have a responsibility to protect and preserve *The Office of Instructional Technology Culture*.

Our *Office of Instructional Technology Modus Operandi* reflects what we expect of you and those who are privileged to lead you.

Our *Office of Instructional Technology Modus Operandi* is timeless.

TABLE OF CONTENTS

Our Vision

Our Mission

Our Values

Our Most Important Principles of Behavior

- ❶ **Our Operational Value: Be Accountable - Find a Way!**
- ❷ **Our Growth Value: Embrace and Drive Change - It's Possible!!**
- ❸ **Our Aspirational Value: Put Students & Schools First - To Infinity and Beyond!!!**

This copy of *THE MODUS OPERANDI*

belongs to _____

OUR VISION:

Engaging learners, teachers, and families in a high-performing school district.

OUR MISSION:

Each student will graduate ready for life.

OUR VALUES:

Our Operational Value:

Be Accountable -
Find a Way!

Our Growth Value:

Embrace and Drive Change -
It's Possible!!

Our Aspirational Value:

Put Students and Schools First -
To Infinity and Beyond!!!

OUR MOST IMPORTANT PRINCIPLES
OF BEHAVIOR

I

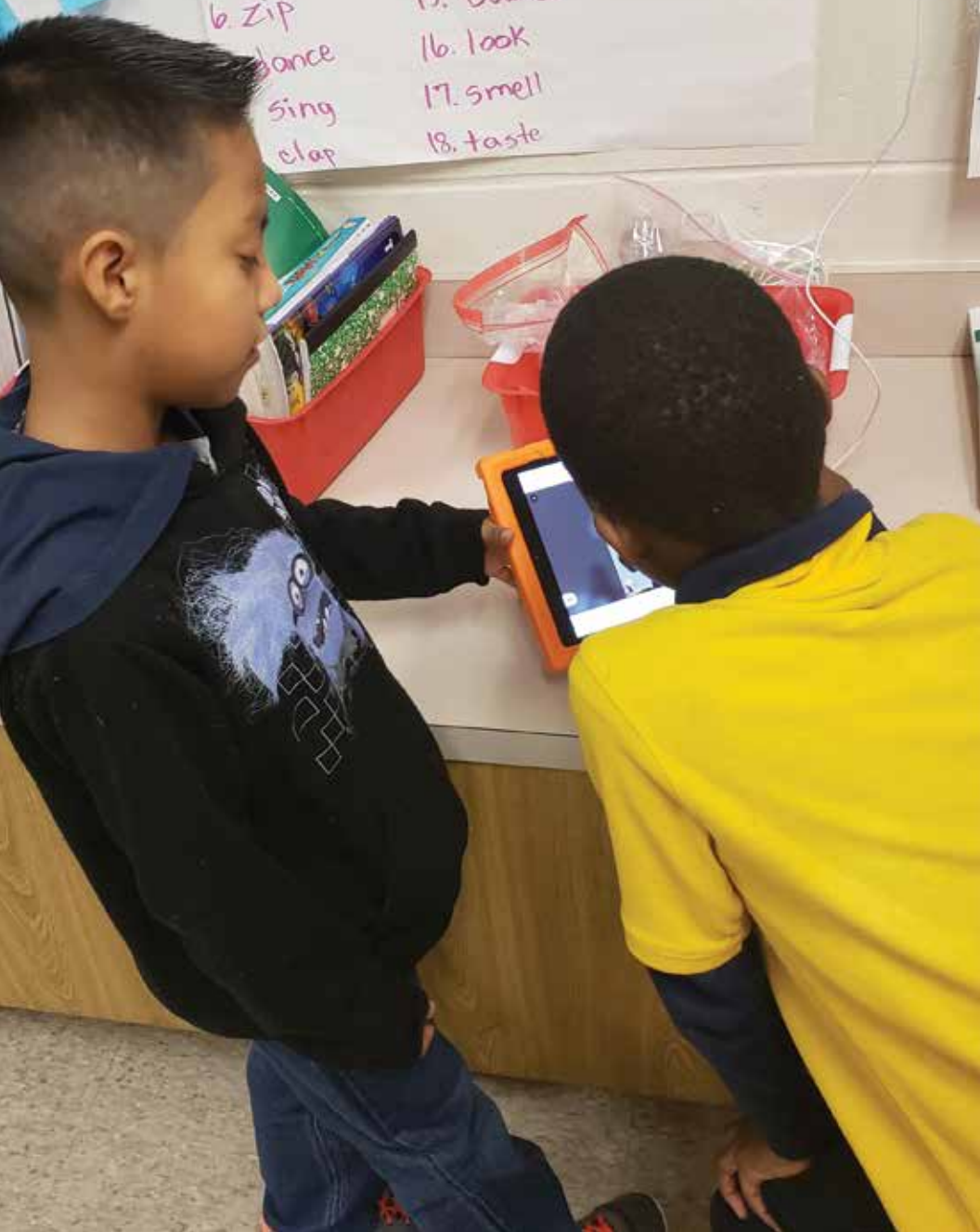
OUR OPERATIONAL VALUE: BE ACCOUNTABLE - FIND A WAY!

ACTIONS

- A We are ethical with time and resources.
- B We are effective and efficient.
- C We are high performing.
- D We foster great work relationships.
- E We have a willingness to step up and overcome obstacles.



- | | | |
|----------|------------|----------|
| 1. run | 10. spin | 20. hear |
| 2. skip | 11. kick | 21. jump |
| 3. hop | 12. push | 22. roll |
| 4. walk | 13. pull | |
| 5. slide | 14. bounce | |
| 6. zip | 15. look | |
| 7. dance | 16. smell | |
| 8. sing | 17. taste | |
| 9. clap | | |



OUR GROWTH VALUE: EMBRACE AND DRIVE CHANGE - IT'S POSSIBLE!!

ACTIONS

- A We are lifelong learners.
- B We are forward-thinking and future-ready.
- C We are open-minded when trying new things.
- D We have a positive attitude that shows and we look for the good in every situation.
- E We encourage development for ourselves and all with whom we interact.
- F We remove barriers. No excuses! We always find a way!



OUR ASPIRATIONAL VALUE: PUT STUDENTS AND SCHOOLS FIRST - TO INFINITY AND BEYOND!!!

ACTIONS

- A We put students and schools first in all that we do.
- B We appreciate each other and show that appreciation every day.
- C We are future ready. We envision a better future and create it today.
- D We know that bold ideas that are executed well will propel us towards excellence.
- E We help teachers develop a deep understanding of how to use technology to personalize teaching and learning to meet the needs of each of their precious students.



