

Leadership Team

Smith Elementary School

Houston, TX, 77099

Dear Leadership Team,

Subject: Innovation Proposal Letter – Tech Time: My Time in Kindergarten

I am writing to propose an innovative solution to a recurring challenge in our kindergarten classroom: maintaining focus and minimizing instructional interruptions during small group instruction while students work independently in the technology center. As we strive to integrate technology meaningfully into our learning environment, this proposal outlines a student-centered, tech-enhanced system that fosters independence, enhances engagement, and supports foundational digital skills.

In my classroom, I have observed that students often interrupt small group instruction to request help logging into i-Ready or to ask what to do next after completing a lesson. These interruptions disrupt the learning flow and limit the effectiveness of individualized instruction. The root issue is not just a lack of digital skills but the absence of a clear, engaging, and age-appropriate routine that guides students through their tech time.

To address this, I propose the creation of a visually engaging and interactive WebQuest-style guide that leads students through their technology center routine step by step. This digital tool, accessible through touchscreen devices, will present a short introductory video explaining the day's “tech mission,” offer simplified login instructions

with icons and visual cues, include a check-in step for students to confirm completion of two i-Ready lessons, and end with a rotating QR code that links to a fun, theme-based educational activity, such as math games or interactive videos.

One specific version, “Math Mission: Find the QR Code!”, will involve students completing a set of math-related tasks to unlock a reward activity. All content will be designed with minimal text and clear visuals to meet the developmental needs of early readers. This innovation supports the principles of disruptive innovation (Christensen et al., 2011) by transforming the traditional technology center model into a more autonomous, engaging, and structured experience.

The proposed system offers multiple benefits, including:

- Fostering independence and responsibility in young learners
- Reducing instructional interruptions
- Maximizing the impact of small group teaching
- Establishing a clear and consistent routine with built-in motivation
- Purposefully integrating technology to guide and support learning
- Building digital literacy and early problem-solving skills through interactive exploration

To implement this innovation, I will design the digital guide using platforms such as Google Slides or Genially. Each week, the activities and QR codes will be updated to maintain novelty and engagement. I plan to pilot this system with one group and expand based on feedback and observed success.

To successfully implement this innovation, I respectfully request:

- Access to a pocket chart and laminated login cards as visual backups
- Dedicated planning time to design and refine the interactive guides
- Continued use of platforms like Google Slides, Genially, or Wakelet to host activities
- Reliable student access to touchscreen devices with internet connectivity

As Horn and Staker (2015) explain, blended learning is a formal education model in which students learn at least in part through online instruction, with some degree of control over time, place, path, and/or pace. This proposal reflects that vision by integrating structured routines, purposeful technology use, and opportunities for student ownership in the tech center. Tech Time: My Time in Kindergarten aims to transform our current system into one that empowers young learners, fosters independence, and minimizes instructional interruptions. I am confident that this innovation aligns with our school's mission to promote inclusive, engaging, and forward-thinking learning environments. I would welcome the opportunity to discuss this proposal further and appreciate your thoughtful consideration.

Warm regards,

Angela M. Rios Zuluaga

Kindergarten Bilingual Teacher A.T

Smith Elementary School

References

Christensen, C. M., Horn, M. B., & Johnson, C. W. (2011). **Disrupting class: How disruptive innovation will change the way the world learns** (2nd ed.). McGraw-Hill.

Horn, M. B., & Staker, H. (2015). **Blended: Using disruptive innovation to improve schools**. Jossey-Bass.