



STATE OF NEW JERSEY

DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: September 14, 2023
To: Local Educational Agency Leads
Route To: District Technology Leaders, State Assessment Coordinators, State Assessment IT Contacts
From: Jorden Schiff, Ed.D., Assistant Commissioner
Division of Teaching and Learning Services
Deadline: Update NJTRAx data by October 13, 2023

NJTRAx Technology Readiness and Digital Learning

The New Jersey Department of Education (NJDOE) requests each school district, charter school, and renaissance school project (collectively "district") to update their records in the NJTRAx Technology Readiness Tool, the state technology infrastructure database, **by October 13, 2023**.

While NJTRAx usage is voluntary, each district's student-to-device ratio will appear on the 2023-2024 New Jersey School Performance Reports. Updating NJTRAx data will result in an accurate reflection of each district's level of technology readiness in public reports. Updating records will also maximize the usefulness of the NJTRAx readiness reports, used for budgetary and planning purposes.

Components of NJTRAx

NJTRAx has two components: The Technology Readiness Tool and the Digital Learning Tool. Both tools assist districts in building digital learning environments and work together to provide insight into a district's digital learning readiness, digital learning implementation, and potential gaps in the efficient and effective use of technology.

- **NJTRAx Technology Readiness Tool**

The Technology Readiness Tool helps to assess the infrastructure necessary for digital learning and assessment by indicating the level of readiness of a district's current infrastructure to support online assessment. Districts should log into the [NJTRAx Technology Readiness Tool](#) and update records by **October 13, 2023** to reflect current device and network infrastructure inventories. Devices that are no longer in service should be removed from NJTRAx during the process of updating each District's records.

- **NJTRAx Digital Learning Tool**

The NJTRAx Digital Learning Tool provides a self-assessment of a school's current state of readiness for digital learning. NJTRAx Digital Learning surveys and reports provide a clear picture of readiness for digital learning and target areas that may need to be addressed. Survey windows can be created anytime throughout the year to help guide school and district technology planning. Please note that data from this tool does not contribute to the New Jersey School Performance Reports.

Connection to Sustainable Jersey Digital Schools

Sustainable Jersey for Schools certification is a free, voluntary, and prestigious designation to help districts pursue a balanced sustainability program one policy, program, or resource at a time. The [Sustainable Jersey Digital Schools Program](#) was added to the Sustainable Jersey for Schools certification in June of 2020 to support districts in the planning and implementation of digital learning. NJTRAx Digital Learning reports may be accepted as

evidence towards certification in the digital learning leadership and technology access action items for Sustainable Jersey Digital Schools certification.

The NJDOE appreciates local educational agencies' cooperation and continued diligence in ensuring that NJTRAx and the New Jersey School Performance Reports reflect the most accurate information from each district.

Contact Information

Questions regarding NJTRAx should be directed to innovation@doe.nj.gov.

c: Members, State Board of Education
NJDOE Staff
Statewide Parent Advocacy Network
Garden State Coalition of Schools
NJ LEE Group