

Book	Policy Manual
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7540 - **TECHNOLOGY**

The Board of Education is committed to the effective use of technology to both enhance the quality of student learning and the efficiency of District operations.

Students' use of District's District Information & Technology Resources (see definitions in Bylaw 0100) is a privilege, not a right. Students and their parents must sign and submit a *Student Technology Acceptable Use and Safety* form annually. (See also, Policy 7540.03)

The Superintendent shall develop and implement a written District Technology Plan (DTP). One (1) of the primary purposes of the DTP is to evaluate new and emerging technologies and how they will play a role in student achievement and success and/or efficient, and effective and secure District operations. The Board will financially support, as the budget permits, the DTP, including recommendations to provide new and developing technology for students and staff.

The DTP shall set forth procedures for the proper acquisition of technology. The DTP shall also provide guidance to staff and students about making safe, secure, appropriate and ethical use of District Information & Technology Resources, as well as inform both staff and students about disciplinary actions that will be taken if its Information & Technology Resources are abused in any way or used in an inappropriate, illegal, or unethical manner. See Policy 7540.03 and AG 7540.03 - Student Education Technology Acceptable Use and Safety, and Policy 7540.04 and AG 7540.04 - Staff Education Technology Acceptable Use and Safety.

The Superintendent, in conjunction with the Technology Director, shall review the DTP and report any changes, amendments, or revisions to the Board annually.

This policy, along with the Student and Staff Technology Acceptable Use and Safety policies, and the Student Code of Conduct, further govern students' and staff members' use of their personal communication devices (see Policy 5136 and Policy 7530.02). Users have no right or expectation of privacy when using District Information & Technology Resources technology resources (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity when using District Information & Technology Resources). the District's computer network and/or Internet connection).

Further safeguards shall be established so that the Board's expenditure of public funds to acquire, operate, and maintain District Information & Technology Resources achieves the desired benefits investment in both hardware and software achieves the benefits of technology and inhibits negative side effects. Accordingly, students shall be educated about appropriate online behavior including, but not limited to, using social media, which is defined in Bylaw 0100, to interact with others online; communicating with other individuals in chat rooms or using other messenger apps, or through blogs, audios (e.g., podcasts), and videos interacting with other individuals in chat rooms or on blogs; and, recognizing what constitutes cyberbullying, understanding cyberbullying is a violation of Board policy, and learning appropriate responses if they experience cyberbullying.

The Board prohibits students from using District Information & Technology Resources to access and/or use social media for other than instructional purposes.

Staff may use District-approved social media platforms/sites in accordance with Policy 7544 and, pursuant to Policy 7540.02, may use web content, apps, and services for one (1) way communication with the District's constituents. Authorized staff may use District Information & Technology Resources to access and use District-approved social media

platforms/sites to increase awareness of District programs and activities, as well as to promote achievements of staff and students, provided the Superintendent approves, in advance, such access and use. Use of District-approved social media platforms/sites for business-related purposes is subject to Ohio's public records laws and, as set forth in Policy 7544, staff members are responsible for archiving their social media and complying with the District's record retention schedule. See Policy 8310 – Public Records and AG 8310A - Public Records.

Staff must comply with Policy 7544, Policy 7540.04 and Policy 7530.02 when using District Information & Technology Resources or personally-owned personal communication devices WCDs to access and/or use social media for personal purposes.

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