































### **3. Communication and Marketing**

The Chickamauga City School System uses a variety of communication methods in order to get information to the community stakeholders. Regular updates to the district / school websites, social media, newsletters, newspaper articles, and e-mails are used to keep the community informed about school activities and progress within the district and schools. The websites (district and schools) contain information pertaining to, but not limited to, the school calendar, athletic events, start and release times, lunch menu, announcements, assignments, and course syllabi among other information.

The Infinite Campus Parent Portal allows parents and students to view academic progress, discipline incidents, and attendance. Testing results, accreditations, and honors awarded are also available on the system website, in the local newspaper and in newsletters that are sent out periodically.

Regular and consistent technology planning occurs through collaboration between the Chickamauga City School System technology department and system-level professional development, curriculum, media, Title I, special education, and ESOL personnel. Monthly meetings allow stakeholders to develop successful strategies to ensure that all stakeholders have input into a system-level plan. Chickamauga City Schools also communicates regularly with other area district personnel to share ideas and best practices through e-mail Listserv's, conference calls, and webinars.

### **4. Professional Development**

The bodies of research on technology integration should be disaggregated to allow policy makers, school administrators, and classroom teachers access to the most consistent data to make informed decisions. These decisions should revolve around two critical components:

- 1) The type of technology-focused professional development needed for classroom practitioners to integrate technology in a manner that would increase student achievement and
- 2) The type of hardware and software needed to maximize achievement.

Chickamauga City School System seeks to provide high-quality professional development programs with follow-up and support that promotes knowledge and enhances skills related to the use of technology for productivity, teaching, and learning. To accomplish these goals, courses, conferences, workshops, site visitations and other related activities are results-driven, standards-based, job-embedded, and aligned with system level goals. Aiding in this endeavor are staff members of the Northwest Georgia RESA located in Rome, GA. available throughout the year for assistance with grant writing, training and development. Involvement with NWGA RESA ensures that the Chickamauga City School System complies with current best practices in educational technology. Professional development in the technology area is provided through the RESA, at each school, and at the system level. At the system level, experienced trainers facilitate professional development opportunities in the area of technology for all Chickamauga City personnel. Trainers consider curriculum standards when designing classes that will be offered to the teachers and administrators. These classes are offered on a regular basis. In addition, any school, or group (and even an individual) within a school can request specific training on all technology applications available within the classroom. Course participants may view course offerings, register, and print transcripts through a web based professional development software system. Professional learning courses are offered that promote current system initiatives, increase skill

and productivity in specific applications, provide strategies for using technology to enable or enhance learning, provide hands-on training of emerging technologies in accordance with the Georgia Performance Standards, instruct teachers how to access the SLDS tunnel and utilize longitudinal data, formative data & benchmark data in planning & evaluating student performance.

Funding for technology equipment, software, and training comes from a variety of sources including Title program funding and local funds. Using best practices research, curriculum standards, technology plan documentation, and recommendations from technology department members, school personnel make decisions about system-level equipment purchasing that will maximize student achievement.

## **5. 8<sup>th</sup> Grade Technology Literacy**

All students at Gordon Lee Middle School have at least one year of Technology Connections Class. In sixth grade the primary focus is on developing keyboarding skills and minimal use of Microsoft Word. Seventh graders are exposed to the Microsoft Office Suite (Word, Excel, and PowerPoint) and are taught the many uses of each program. Eighth grade Technology class is more projects based, where the student is required to do a multitude of mini projects using multiple online resources to complete. The eighth-grade projects range from balance sheets using Excel to elaborate presentations using PowerPoint with embedded sound and animation.

The Chickamauga City School System currently tests all 8<sup>th</sup> graders for basic technology proficiency. The test we have adopted covers basic computer skills, keyboarding, Microsoft Office (Word, Excel, and PowerPoint), and internet usage.

## **6. IAUP – CIPA Notes:**

Chickamauga City School System, in an ongoing effort to adhere to CIPA compliance and to better protect our students from online threats, we use a Fortinet firewall and ContentKeeper hardware device for our internet content filtering.



## Appendix

BOARD POLICY

DESCRIPTOR CODE: IFBG

Internet Acceptable Use - CIPA Policy

---

### Internet Safety

It is the belief of the Chickamauga City School District that the use of telecommunications, including the Internet, in instructional programs is an educational strategy which facilitates communication, innovation, resource sharing, and access to information. Use of the Internet must be in support of education and research and consistent with the educational mission, goals, and objectives of the school system. It shall be the policy of the Chickamauga City Board of Education, in accordance with the Children's Internet Protection Act (CIPA) passed by Congress in 2000, that the school district shall have in continuous operation, with respect to any computers belonging to the school having access to the Internet:

- 1) A qualifying "technology protection measure," as that term is defined in Section 1703(b)(1) of the Children's Internet Protection Act of 2000; and
- 2) Procedures or guidelines developed by the superintendent, administrators and/or other appropriate personnel which provide for monitoring the online activities of users and the use of the chosen technology protection measure to protect against access through such computers to visual depictions that are:
  - (i) obscene
  - (ii) child pornography
  - (iii) harmful to minors,

As those terms are defined in Section 1703(b) (1) and (2) of the Children's Internet Protection Act of 2000 and the revisions made in 2011. Such procedures or guidelines shall be designed to:

- 1) Provide for monitoring the online activities of users to prevent, to the extent practicable, access by minors to inappropriate matter on the Internet and the World Wide Web;
- 2) Promote the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications;
- 3) Prevent unauthorized access, including so-called "hacking," and other unauthorized activities by minors online;
- 4) Prevent the unauthorized disclosure, use and dissemination of personal identification information regarding minors; and
- 5) Restrict minors' access to materials "harmful to minors," as that term is defined in Section 1703(b) (2) of the Children's Internet Protection Act of 2000.
- 6) Provide and certify that minors are being educated about appropriate online behavior. This should include information about cyber bullying, the sharing of personal information, and online communication.

**CHICKAMAUGA CITY SCHOOL SYSTEM**  
**Student Internet Acceptable Use Agreement**

Internet users are expected to use the Internet as an educational resource. The following procedures and guidelines are used to help ensure appropriate use of the Internet at the Chickamauga City School System.

**Student Expectations in Use of the Internet**

- 1) Students shall not access material that is obscene, pornographic, child pornography, "harmful to minors", or otherwise inappropriate for educational uses.
- 2) Students shall not use school resources to engage in "hacking" or attempts to otherwise compromise system security.
- 3) Students shall not engage in any illegal or unethical activities on the Internet.
- 4) Students shall only use electronic mail, chat rooms, and other forms of direct electronic communications for school-related purposes.
- 5) Students shall not disclose personal information, such as name, school, address, and telephone number outside of the school network.

Any violation of school policy and rules may result in loss of school-provided access to the Internet. Additional disciplinary action may be determined in keeping with existing procedures and practices regarding inappropriate language or behavior. When and where applicable, law enforcement agencies may be involved.

**Enforcement of policy**

The Chickamauga City School System uses a technology protection measure that blocks or filters Internet access to block access to some Internet sites that are not in accordance with the policy of the Chickamauga City School System.

- 1) The technology protection measure that blocks or filters Internet access may be disabled by a Chickamauga City School System staff member for bona fide research purposes by an adult.
- 2) A Chickamauga City School System staff member may override the technology protection measure that blocks or filters Internet access for a student to access a site with legitimate educational value that is wrongly blocked by the technology protection measure that blocks or filters Internet access.
- 3) The Chickamauga City School System staff will monitor students' use of the Internet, through either direct supervision, or by monitoring Internet use history, to ensure enforcement of the policy.

The signature(s) on the attached agreement and application is (are) legally binding and indicate(s) that the party (parties) who signed has (have) read the terms and conditions carefully and understand(s) their significance.

Student

I have read the terms and conditions of the Chickamauga City School System Internet Acceptable Use Agreement. I understand and will abide by the stated terms and conditions. I further understand that any violation of these regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be pursued.

Parents are notified that filtering technology does not block access to all inappropriate sites one hundred percent of the time. Due to the nature of the Internet, it is neither practical nor possible for the Board of Education to enforce compliance with user rules at all times. Since the Internet opens up the world to unrestricted access, teachers cannot assume the responsibility for monitoring every document to which a student may gain access. Therefore, teachers are not to be held accountable for what the student may access through the Internet beyond instructional directives. All users are fully responsible for their own actions, including legal, financial, or otherwise. All users are responsible for reporting inappropriate materials and location to the teacher in charge immediately.

Accordingly, parents and students must recognize that students will be required to make independent decisions and use good judgment in their use of the Internet. Therefore, parents must participate in the decision whether to allow their children access to the Internet and must communicate their own expectations to their children regarding its use.

Student Name: \_\_\_\_\_  
(Please Print) (Last) (First) (MI)

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Date of Birth: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If the applicant is under the age of 18, a parent or guardian must also read and sign this agreement and application.

**CHICKAMAUGA CITY SCHOOL SYSTEM**  
**Staff Internet Acceptable Use Agreement**

Internet users are expected to use the Internet as an educational resource. The following procedures and guidelines are used to help ensure appropriate use of the Internet at the Chickamauga City School System.

Staff Expectations in Use of the Internet:

- 1) Staff shall not access material that is obscene, pornographic, child pornography, "harmful to minors", or otherwise inappropriate for educational uses.
- 2) Staff shall not use school resources to engage in "hacking" or attempts to otherwise compromise system security.
- 3) Staff shall not engage in any illegal or unethical activities on the Internet.
- 4) Staff shall only use electronic mail, chat rooms, and other forms of direct electronic communications for school-related purposes.
- 5) Staff shall not disclose personal information, such as name, school, address, and telephone number outside of the school network.
- 6) An employee's personal files, records and communications prepared and maintained or received on or using Chickamauga City School Systems' technology, including e-mail, may be subject to disclosure under Georgia's Open Records Act, O.C.G.A. 50-18-70.
- 7) Electronic mail is NOT private, and inappropriate or illegal messages will be reported to the authorities.
- 8) Disciplinary action may be determined in keeping with existing procedures and practices regarding inappropriate language or behavior. When and where applicable, law enforcement agencies may be involved.

Enforcement of policy

- 1) The Chickamauga City School System uses a technology protection measure that blocks or filters Internet access to block access to some Internet sites that are not in accordance with the policy of the Chickamauga City School System.
- 2) The technology protection measure that blocks or filters Internet access may be disabled by a Chickamauga City School System staff member for bona fide research purposes by a staff member.
- 3) A Chickamauga City School System staff member may override the technology protection measure that blocks or filters Internet access for a staff member to access a site with legitimate educational value that is wrongly blocked by the technology protection measure that blocks or filters Internet access.
- 4) All Chickamauga City School System network use may be monitored by logging Internet use history, or other means to ensure enforcement of the policy.

The signature on the attached agreement and application is legally binding and indicates that the party who signed has read the terms and conditions carefully and understands their significance.

I understand and will abide by the attached Terms and Conditions for Internet/Computer

Usage, including electronic mail (e-mail), as listed in the Chickamauga City Board of Education Policy IFBG, Internet Use. I further understand that any violation of the regulations listed in the stated policy may be unethical, a breach of The Code of Ethics for Educators, and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, disciplinary action may be taken and/or appropriate legal action may be initiated. Further, as a faculty member, I will instruct and monitor students on acceptable use of the Internet/computer.

Name: \_\_\_\_\_  
(Please Print) (Last) (First) (MI)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

