

Policy 4526

Required
(X) Local
(X) Notice

COMPUTER USE IN INSTRUCTION (or ACCEPTABLE USE POLICY)

The Board of Education is committed to optimizing student learning and teaching. The Board considers student access to a computer network, including the Internet, to be a powerful and valuable educational and research tool, and encourages the use of computers and computer-related technology in district classrooms and distance learning for the purpose of advancing and promoting learning and teaching.

The computer network can provide a forum for learning through the use of various software applications, online resources and databases, bulletin boards, and electronic mail, significantly enhancing educational experiences, and provide statewide, national, and global communication opportunities for staff and students.

All users of all of the district's technology including the computer network and the Internet must understand that use is a privilege, not a right, and that use entails responsibility. The district reserves the right to control access to the Internet for all users of its computers and network. The district may either allow or prohibit certain kinds of online activity, or access to specific websites and digital resources.

Regulations and handbooks, to be developed by the Superintendent, in consultation with the Department of Technology and the Incident Response Team (composed Assistant Superintendents from each Department), will provide specific guidance on this, as well as rules governing the use and security of the district's computer network. All users of the district's computer network, digital resources, and equipment shall comply with this policy and regulation. Failure to comply may result in disciplinary action as well as suspension and/or revocation of computer access privileges.

The Superintendent shall be responsible for designating a Director of Information Technology Services to oversee the use of district technological and computer resources. The Department of Information Technology Services with the Department of Professional Development will prepare in-service programs for the training and development of district staff in digital learning and computer skills, and for the incorporation of technology resources, tools, and computer use in appropriate subject areas.

With increased concern about identity theft, unwarranted invasion of privacy, and the need to protect personally identifiable information, prior to students being directed by staff to use any cloud-based educational software/application, staff must get approval from the Department of Curriculum & Instruction and the Department of Technology Services. The *Department* of Technology Services and the Department of Curriculum and Instruction

will determine if a formal contract is required or if the terms of service are sufficient to address privacy and security requirements, and if parental permission is needed.

The Superintendent, working in conjunction with the designated purchasing agent for the district, the Director of Information Technology Services, and the instructional materials planning committee, will be responsible for the purchase and distribution of online resources, applications, computer software and hardware throughout district schools and for distance learning opportunities. They shall prepare and submit for the Board's approval a comprehensive multiyear technology plan which shall be revised as necessary to reflect changing technology and/or district needs.

Cross-ref: 5300, Code of Conduct
5695, Student Use of Personal Electronic Devices
8625, Information and Data Privacy

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