

The Cherokee County Board of Education adheres to the belief that technology plays a vital role in meeting the needs of the broad range of abilities, disabilities, cultural backgrounds and ethnic populations represented in district schools. To assure that technology will play a proper role, this policy provides guidance for appropriate technology utilization and integration into the curriculum, as well as infusion into school/district administration and management. Technology is a powerful tool, but it is recognized that, while it may significantly change the role and responsibility for teachers, it is not a substitute for the teacher.

I. PURPOSE OF TECHNOLOGY USAGE POLICY

To establish and maintain guidelines and procedures for appropriate technology utilization and infusion in classrooms, schools, district administration and management. Technology will be used in planning and evaluation to more effectively prepare students for the transition from school to work, for success in the workplace and to improve the operations of the school system.

II. TECHNOLOGY USAGE BELIEF STATEMENTS

The following serve to establish a firm understanding of the role and expectations of technology use in teaching and learning, as well as supporting the business and operational processes of the School District.

- a. The primary use of technology is to improve student learning.
- b. Technology use will encompass teaching, learning and management.
- c. Technology purchases will be “vendor neutral.”
- d. The network will integrate data, voice and video communications systems.
- e. Information will be entered once and validated by appropriate personnel at the site of entry.
- f. Multiple platforms will be supported where possible.
- g. Technology support services will be made available to all locations.
- h. Technology resources will be coordinated and integrated with appropriate curriculum initiatives.
- i. The technology system will be accessible to staff and students and protected with security measures that will aid in the prevention of unauthorized and inappropriate use.

- j. The School District website will provide information for staff, students, parents and the community.
- k. Provisions must be made for keeping the technology current, within available resources, including guidelines on replacement or upgrade based on a life-cycle process.
- l. Appropriate training and professional development will be provided to teachers, staff and administrators to ensure timely implementation and effective use.
- m. To ensure compatibility and the best available value, all technology-related purchase orders will be approved by the Division of Technology and Information Services.
- n. All technology hardware-that is the property of the School District will be included in the countywide technology asset management system maintained by the Division of Technology and Information Services.
- o. Communications with applicants, participants and members of the public with disabilities will be as effective as communications with others in accordance with federal, state and/or local requirements.

III. DESIRED OUTCOMES OF TECHNOLOGY USAGE

- a. Technology will be appropriately, fairly and consistently integrated into instruction and management and used by all students and staff as an integral component of school improvement and student learning. Improving student performance and achievement, increasing staff productivity and ensuring efficiency of the day-to-day operations are the essential reasons for the use of technology in the School District.
- b. All school classrooms, media centers and offices will be electronically networked and equipped, providing all staff, students and administration fair, consistent and easy access to information technologies for teaching, learning, management and day-to-day operations.
- c. All high school graduates will be prepared to use multiple technologies upon entrance into the work force and/or higher education.
- d. New and emerging technologies will be evaluated, adopted and incorporated into school curriculum and will be integral elements of school improvement and accountability.
- e. Student, teacher, staff and administrative effectiveness will improve concurrently with the infusion of technology into their respective workplaces.

- f. The decision-making process will be improved as technology facilitates the flow of information and the communication process within the district, the state and the world.
- g. Improved communication between schools and institutions of higher education will increase the sharing of best practices as well as enhance in-service training and emphasize technology integration into the curriculum.
- h. Inter-and intra-department collaboration, from planning through evaluation, will be the hallmark responsibility of the units within the School District's Division of Technology and Information Services.
- i. All departments and schools responsible for technology planning will work collaboratively with county, state and government groups to investigate current, advanced and emerging commercial technologies and to identify or develop efficient and cost-effective applications.
- j. The broadest possible access to the School District's wide area network system will be promoted, while providing safeguards to ensure that security is maintained.

IV. IMPLEMENTATION OF TECHNOLOGY USAGE PLANS

A comprehensive and continuous short and long-range technology implementation process will be directed, reviewed and evaluated by the School Board for effective utilization of all aspects of technology.

A. Appropriate staff will:

- 1. Consult and collaborate on a continuing basis with education, business, community and government groups locally, regionally, nationally and internationally.
- 2. Identify student competencies in using technologies to access, analyze, apply and communicate information and incorporate these competencies into the current curriculum standards.
- 3. Identify staff competencies in integrating and applying information technologies in instruction and management and incorporate these competencies as part of the evaluation process.
- 4. Identify educational management tools to be acquired and implemented.
- 5. Establish and continually update an ongoing staff development program to support technology usage and integration.
- 6. Establish baseline standards to ensure that all schools and offices have adequate, appropriate and up-to-date hardware, software and communications capabilities as rapidly as resources permit.

7. Review and/or establish documents as needed on copyright, acceptable use, information integrity and other ethical use policies.
 8. Identify, document and evaluate processes that need improvement to maximize the productivity and educational benefits from technology investments.
 9. Prepare a viable timeline for task implementation and completion, taking into account human and material resources, which will assist in evaluating the progress and effectiveness of the School District's Future Ready Technology Plan.
- B. The Superintendent will establish an annual Technology Advisory Committee, which will be chaired by the Chief Information Officer. The committee will be composed of teachers, Principals, central office staff members, students, parents, representatives from institutions of higher learning and members of the business community. The committee will provide input, advice and assistance in the implementation of the Technology Usage Policy IFGBA.

ADOPTED: August 21, 2008

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Cherokee County Board of Education