

## ***Information & Technology Collection - supplement***

### **Bylaw 0100 – Definitions**

The changes in this bylaw include the following:

1. Definitions have been added for *Apps and Web Services, Information Resources, Personal Communication Devices, and Technology Resources*.

These terms are used throughout the 40 guidelines, forms and policies, and the first time each term is used in a policy parenthetically after the term it is noted "*as defined in Bylaw 0100*" and the reference to Bylaw 0100 will be a hotlink so the reader can toggle to the definitions and familiarize themselves with the meaning of the term in the guideline, form, or policy.

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### **POLICY 7540 – TECHNOLOGY**

The substantive changes in this policy include the following:

1. The title was changed from “Computer and Technology Network” to simply “Technology” to reflect that “Technology Resources” is now being utilized as a term of art that is more expansive and inclusive than just “computers and networks.”
2. Specified that the Superintendent may develop the District’s Technology Plan, but provide an option for the Board to have final approval of the Plan.
3. Expand the potential content of the District Technology Plan to include evaluating new and emerging technologies that might play a role in student achievement and success, as well as the efficient and effective operation of the District. Also, in recognition of the significance of developing a thorough District Technology Plan, the document offers an option for the Superintendent to appoint a Technology Governance Committee to oversee and guide the development of the District Technology Plan, which will afford the opportunity for greater input from the District’s various operational departments – administrative, business and educational.
4. Reference to the definition of Technology Resources in Bylaw 0100 was added in the second paragraph on page 1.
5. The term “Technology Resources” is capitalized throughout to indicate that it is a term of art for which there is a specific definition applicable the District’s policies.
6. Define “social media” so it is clear what an individual may be authorized to use for either work or school purposes.
7. Three (3) options of offered with respect to whether staff and/or students are permitted to use District Technology Resources to access and use social media. One permits staff to use it for business purposes, and staff and students to use for educational purposes. The next option prohibits the use of social media by both staff and students. The final option permits staff to use social media, but prohibits students to use it.

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### **POLICY 7540.01V1 – TECHNOLOGY PRIVACY**

The substantive changes in this policy include the following:

1. References to the definitions of Technology Resources and Information Resources in Bylaw 0100 are added in the second paragraph.
2. Clarified that the information referenced at the end of the second paragraph is “personal information.”
3. The terms “Technology Resources” and “Information Resources” are capitalized throughout to indicate that they are terms of art for which there are specific definitions applicable to the District’s policies.

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### **POLICY 7540.02 - WEB CONTENT, SERVICES AND APPS**

The substantive changes in this policy include the following:

1. The title was changed from "District Web Page" to emphasize the policy applies to all web content and services/apps that may be developed by staff members or students.
2. The term "web content, services and apps" is utilized throughout the document.
3. On page 1, added a definition of "web app."
4. Inserted language to reflect that the Board may use its own servers **or** District- affiliated servers for purposes of hosting web content, services and apps.
5. On page 3, we include a reference to Section 504 and the Americans with Disabilities because the U.S. Department of Education, Office for Civil Rights is currently taking a close look to verify that school district web pages/sites are accessible to students and other individuals with disabilities.
6. Clarify that employees must use Board-approved websites, services or apps for the purpose of conveying information to students and parents, and may not utilize their own personal web pages or sites for that purpose.
7. Added new language with respect to the instructional use of web services and apps; in particular, the Board authorizes the use of web services/apps to supplement and enhance learning opportunities. We provide two options with regard to whether an administrator (the Superintendent or another administrator) will review and approve the appropriateness of each web service/app, or whether teachers are responsible for confirming the web services/apps that they are using are compliant with COPPA, CIPA, and Section 504/ADA.
8. Provide an option for students to use their District-issued e-mail account to login to web services/apps, or require teachers to obtain written parent permission before allowing a student to use a personal e-mail address to login to a web services/app.