

2021

Technology Plan

Barnwell School District 45 (2017-2021)

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District Technology Committee

Barnwell School District 45

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DISTRICT PROFILE

	2017	2018	2019	2020	2021
Number of Schools	4	4	4	4	4
Number of Students	2198	2205	2175	2120	2038
@ BPS	743	727	718	736	697
@ BES	479	492	508	463	415
@ GBMS	326	336	327	322	352
@ BHS	650	650	622	599	574
Free and Reduced Lunch Percentages	75.6	75.9	76.0	77.4	78.5
@ BPS		82.4	82.5	83.1	81.5
@ BES	75.6	75.1	75.9	79.4	80.4
@ GBMS	74.1	78.0	77.1	74.9	78.4
@ BHS	67.7	68.2	67.4	69.6	73.0
Number of ESL Students	78	81	82	82	75
@ BPS	28	29	27	31	25
@ BES	23	24	22	19	17
@ GBMS	10	10	13	12	13
@BHS	17	18	20	20	20
Number of Dropouts	7	7	15	6	
Graduation Rate	83.7	80.1	87.1	83.4	83.8
E-Rate Discount					
@ BPS	85%	85%	85%	85%	85%
@ BES	85%	85%	85%	85%	85%
@ GBMS	85%	85%	85%	85%	85%
@ BHS	85%	85%	85%	85%	85%

Barnwell School District 45 (BSD45); Barnwell Primary School (BPS) Pre K-3; Barnwell Elementary School (BES) 4-6; Guinyard Butler Middle School (GBMS) 7-8; Barnwell High School (BHS) 9-12

EXECUTIVE SUMMARY

The BSD45 Technology Plan 2017-2021 provides a framework for ensuring that the faculty and staff are prepared to successfully deliver research-supported instructional strategies using advances in technology in order to provide students with the necessary tools to succeed in a fast-paced, technology-driven society. This plan is aligned with South Carolina's State Technology Plan 2017-2021 and "...builds on the essential technology dimensions that have formed the basis on technology implementation in South Carolina up to this point while focusing on the three key elements of infrastructure, human resources, and professional development." The five technology dimensions serve as a point of reference for planning, implementing, monitoring, and updated the technology goals for BSD45.

DISTRICT NEEDS ASSESSMENT

Current Technology Needs

- District-wide training for office personnel (e.g., administrative assistants, attendance clerks, secretaries, etc.), guidance counselors, media specialists, and administrators on the effective use of PowerSchool.
- District-wide training for teachers, guidance counselors, media specialists, and administrators on the effective use of PowerSchool, Power Teacher, etc.
- Computer workstations, Chrome Books, laptops, document cameras, and active-panels.
- Upgrade and improve network infrastructure (e.g., switches, cores, wiring, and wireless).

Current Technology Inventory

- Over 1000 PCs
- Over 350 laptops
- 150 Activ-Panels
- 150 document cameras
- 25 servers
- 145 wireless access points

Current Technology Support Strategies

- IT team, consisting of two computer/network support personnel and an IT Director.
- Each school identifies grade-level technology representatives (teacher leaders) to assist in basic technology needs for their respective areas.
- Technology committee at the district level, consisting of teachers (regular and special education), media specialists, administrators, and IT personnel.
- Contract support (i.e., network, server, and database consultants).

DISTRICT VISION AND MISSION STATEMENTS

BSD45 envisions: the establishment of technological learning environments for students, parents, and community members during the conventional hours of the school day, as well as the alternative hours of operation; a commitment to continuous improvement efforts through the usage of innovative technology, ensuring students, teachers, and administrators are technology proficient; and the development of business and corporate partnerships to promote lifelong learning for the entire Barnwell community.

The mission of Barnwell School District 45 schools in partnership with home and community as a district that seeks innovation, we are committed to preparing our students for college and career by engaging them in personalized opportunities in academics, athletics, the arts, and individual exploration through:

- providing a safe, supportive, and inclusive learning environment
- empowering our students, staff, and community to build purposeful, positive relationships
- embracing our students' curiosities and interests as they write their own stories
- developing a foundation for lifelong learning built upon integrity, perseverance, fairness, respect, and pride
- encouraging our families in all aspects of educating our children

BSD45 Core Values: Innovation, Integrity, Investment, Community

TECHNOLOGY DIMENSION 1

LEARNERS AND THEIR ENVIRONMENT

A. SNAPSHOT OF CURRENT TECHNOLOGY USE IN DISTRICT

- All students have their own Chromebooks in grades PreK-12.
- All students have their own email accounts.
- All students have access to all Google applications, including Google Classroom, Google Drive, Google Meets, etc.
- All schools embed technology into their classroom instruction and teaching, rather than set Times to visit school technology labs.

B. OVERALL GOAL FOR THIS DIMENSION

- Embed digital information systems into research-proven instructional strategies so that our students achieve technological literacy, attain 21st century skills, and meet the state's academic standards.

C. OBJECTIVES, STRATEGIES, AND ACTION LIST TO REACH GOAL

(1.1) Students will continue to become proficient in the use of technology.

1. Utilize applications with in the classroom (Clever, Istation, Star, Newsela, USA TestPrep, etc.)
2. Utilize Learn.com in K-8 to become more proficient on specific technology skills. BSD45 became a Learn.com pilot district in 2018.
3. Utilize technology applications to create web-based projects and electronic writings within their classroom environment.
4. Implement programs, such as Girls that Code and Robotics, to ensure coding is addressed within each school and in the school STEM Labs across the district.
5. Fully implement the Computer Science standards at each school.
6. Ensure students are using in an ethical manner. (The district requires students and parents to complete an Acceptable Use Policy Form).

D. IMPLEMENTATION ACTION STEPS FOR DISTRICT/SCHOOLS

- Implemented G-Suite Enterprise for education for Faculty & Staff to correlate with our 1:1 initiative.
- Establish the criteria for student technology proficiency while adhering to the ISTE standards
- Maintain an Internet content filter with regards to the CIPA and FERPA laws.

E. FUNDING CONSIDERATIONS FOR DISTRICT AND SCHOOLS

- Title I Funds
- Grant Funds
- State Funds
- ESSER II and III Funds

F. EVALUATION OF OBJECTIVES

- Student assessments within classrooms
- Application reports (i.e. Istation ISIP scores)
- Examples of web-based projects completed by students
- List of new programs added

TECHNOLOGY DIMENSION 2

PROFESSIONAL CAPACITY

A. SNAPSHOT OF CURRENT TECHNOLOGY USE IN DISTRICT

- All teachers are encouraged to set professional goals that correlate to both their content area and technology
- All BSD45 teachers are provided training in the proper use of interactive whiteboards and document cameras in the classroom
- All schools have adequate wireless access points to support all chrome books, laptops, Promethean boards, etc.

B. OVERALL GOAL FOR THIS DIMENSION

- Provide curriculum development and professional development/training to increase the technical competency of all South Carolina educators so that research-proven strategies and the effective integration of instructional technology systems can continue to increase student achievement

C. OBJECTIVES, STRATEGIES, AND ACTION LIST TO REACH GOALS

(2.1) Faculty and staff will be provided adequate professional development opportunities

1. Inform faculty and staff about professional development opportunities in a timely manner.
2. Provide targeted and focused staff development in cooperation with the principals at each school and the technology representatives (teacher leaders).
3. Provide ABii training and implementation assistance for all staff in grade 1-4.
4. Working with the Department of the Curriculum and Instruction, ensure the district staff is trained on all aspects of the eLearning Plan and Distance Learning Plan, including but not limited to the use of Google Classroom as the district LMS, effectively utilizing Google Meet, Screen casting, etc.

(2.2) The IT Department will implement a Security Awareness initiative.

1. Implement Phishing Campaign training and simulations with all staff members.
2. Send "IT Tidbits" and "How-to" monthly to all staff.
3. Provide training and best practice documents regarding password security, safe browsing, do's and don'ts, etc.
4. Implement technology safety videos, which require staff to pass the quiz at 80% or above.

D. IMPLEMENTATION ACTION STEPS FOR DISTRICT/SCHOOLS

- Establish the criteria for student technology proficiency while adhering to the ISTE standards
- Incorporate cyber security topics (e.g., cyber bullying, copyright laws, password protection) into the criteria for student technology proficiency
- Maintain an Internet and chromebook content filter with regards to the CIPA and FERPA laws

E. FUNDING CONSIDERATIONS FOR DISTRICT AND SCHOOLS

- E-Rate funds
- Title I funds
- General funds
- Corona Virus Relief Funds

F. EVALUATION OF OBJECTIVES

- Teacher assessments
- Evaluation of technology coach's implementation strategies

TECHNOLOGY DIMENSION 3

INSTRUCTIONAL CAPACITY

A. SNAPSHOT OF CURRENT TECHNOLOGY USE IN DISTRICT

- All students have their own Chromebooks in grades PreK-12 and all teachers have their own laptops and document cameras.
- All teachers have Promethean Board interactive panels in their classrooms and in other areas of the school to utilize for instruction and professional learning.
- All teachers have access to all Google applications, including Google Classroom, Google Drive, Google Meets, etc. Google Classroom is utilized as the district's online Learning Management System for classroom use, eLearning, and Distance Learning.
- All schools embed technology into their classroom instruction and teaching, rather than set times to visit school technology labs. However, there are classroom technology labs available within each school.

B. OVERALL GOAL FOR THIS DIMENSION

- Use current and emerging technologies to create learner-centered instructional environments that enhance academic achievement

C. OBJECTIVES, STRATEGIES, AND ACTION LIST TO REACH GOAL

(3.1) BSD45 will provide all technology equipment needed for the staff to ensure all students have the resources available to gain 21st century skills. The IT Department will provide and support multiple types of technology tools available and ensure understanding of the performance capabilities of these tools at a level that supports and sustains current learning practices while also encouraging new and innovative learning practices.

1. Provide teachers and students with Chromebooks, which are on a cyclical refurbishment schedule.
2. Provide teachers, at a minimum, document cameras, Promethean Board interactive panels.
3. Provide teachers and students access to online services (including Newsela, USA Test Prep, Moby Max, Raz-Kids, etc.), locally-networked resources (i.e. wireless access throughout the district), and media-instructional materials (i.e. SC Discus, Follett, etc.)

D. IMPLEMENTATION ACTION STEPS FOR DISTRICT/SCHOOLS

- Director of Technology will keep an ongoing system of data to outline the age of equipment.
- Director of Technology will maintain a refurbishment plan to cyclically replace any equipment becoming outdated or obsolete.
- The It Department will work with schools and the district to maintain and support the online services, locally-networked services, and media-based instructional materials.

E. FUNDING CONSIDERATIONS FOR DISTRICT AND SCHOOLS

- General Funds
- Federal Program Funds
- ESSER II and III Funds
- E-Rate Funds
- Grant Funds

F. EVALUATION OF OBJECTIVES

- Continuously analyze hardware and software inventory, including contracts and software renewals.
- Evaluate and implement the district refurbishment plan.

TECHNOLOGY DIMENSION 4

COMMUNITY CONNECTIONS

A. SNAPSHOT OF CURRENT TECHNOLOGY USE IN DISTRICT

- Articulation agreements have been established with USC-Salkehatchie
- BSD45 partners with other school districts (mostly Williston and Blackville) to ensure that all students with special needs are accommodated in the most appropriate setting with the necessary assistive technology.
- All schools have established a school improvement council that meets regularly.
- BSD45's website is hosted in an eChalk environment.
- PowerSchool and PowerTeacher are utilized by the district's faculty, staff, and administration teams.
- BSD45 utilizes Remind 101 to communicate not only to the faculty, &Staff, but also to students, and parents within the community.

B. OVERALL GOAL FOR THIS DIMENSION

- Use technology, including assistive technology, and digital information systems to maximize community involvement and community partnerships and to increase student achievement.

C. OBJECTIVES, STRATEGIES, AND ACTION LIST TO REACH GOAL

- (4.1) BSD45 will utilize all available resources by fostering collaboration and cooperation among state-supported organizations, institutions, and initiatives.
1. Partner with state-supported organizations (e.g., AXIS I, USC-Salkehatchie) as well as other school districts in order to provide assistive technology demonstration, loan, and assessment for students with special needs
 2. Ensure that each school establishes a school improvement council, consisting of administrators, teachers, students, parents, and business and community members.
- (4.2) BSD45 will encourage parental involvement by ensuring that teachers are utilizing Google classrooms.
1. Provide parental access to student grades through the implementation of PowerTeacher Gradebook and the Parent Portal.
 2. Provide parental access to student assignments through the maintenance of Google Classrooms.
- (4.3) BSD45 will ensure that all their buildings remain linked by the Internet to the State Library's DISCUS database and to the websites of universities, museums, and other institutions
1. Ensure media specialists have what they need to effectively utilize SC Discus.

D. IMPLEMENTATION ACTION STEPS FOR DISTRICT/SCHOOLS

- Provide information for parents to properly use web-based software and applications, such as Parent Portal.
- Work with other departments to ensure articulation agreements and MOAs/MOUs are in place for any community partnerships utilizing technology.

E. FUNDING CONSIDERATIONS FOR DISTRICT AND SCHOOLS

- General Funds
- Federal Program Funds (Title I)
- E-Rate Funds
- Grant Funds
- CERRA Funds

F. EVALUATION OF OBJECTIVES

- Track technology workshop participants by requiring sign-in sheets and evaluation forms
- Collaborate and communicate with the guidance department from each school to ensure partnerships with other school-associated entities are documented – this is the district technology committee's responsibility.
- Access usage data (i.e., the frequency of parent and teacher use) from PowerSchool.

TECHNOLOGY DIMENSION 5

SUPPORT CAPACITY

A. SNAPSHOT OF CURRENT TECHNOLOGY USE IN DISTRICT

- BSD45 employs two IT support personnel with a Technology Director supervising technology on a full-time basis.
- BSD45 will expand the current IT Department to include one additional support personnel during the 2021-0222 school year.
- BSD45 has two curriculum support coaches who also support technology-based applications and the use of technology embedded in instruction.
- Each school within BSD45 utilizes a teacher or support personnel to oversee the computer lab and technology-driven STEM Labs or PLTW Labs.
- Each school identifies grade-level technology representatives (teacher leaders) to assist in basic technology needs for their respective areas.

B. OVERALL GOAL FOR THIS DIMENSION

- Expand and support technology resources to assist educators and learners in attaining 21st century skills while meeting the state academic standards.

C. OBJECTIVES, STRATEGIES, AND ACTION LIST TO REACH GOAL

(5.1) BSD45 will continue to efficiently maintain all district technology equipment and maintain a district refurbishment plan.

1. Ensure computers, document cameras, laptops, and interactive panels are replaced on a cyclical basis based on the district refurbishment plan.
2. Continue to support the district's 1:1 Initiative through replacement of Chromebooks on a cyclical basis, through training, and through support.
3. Utilize a technology database for maintaining data regarding current inventory.
4. Provide IT staff with on-going and up-to-date training and professional learning to develop essential skills.

(5.2) BSD45 will increase technology infrastructure

1. Provide all Faculty, staff, and students with email via Google Enterprise for Education.
2. Maintain site licenses for software.
3. Continue to update and replace wireless infrastructure throughout the district.
4. Maintain and replace all core network switches at each school to maintain a state of the art networking environment.
5. Implement and maintain a refurbishment list for all technology, including but not limited to laptops, chromebooks, document cameras, etc.
6. Replace network switches in the MDF closets throughout the district.
7. Support and maintain our voice (VOIP) infrastructure.

D. IMPLEMENTATION ACTION STEPS FOR DISTRICT/SCHOOLS

- Develop a procedure for processing new inventory, recycling old inventory, and disposing of obsolete inventory.

E. FUNDING CONSIDERATIONS FOR DISTRICT AND SCHOOLS

- General Funds
- Federal Program Funds (Title I)
- E-Rate Funds
- Grant Funds

F. EVALUATION OF OBJECTIVES

- Track work orders, inventory data, and budget adherence

CUMULATIVE BENCHMARKS

- All students will complete an ongoing District Developed System that tracks their yearly technology progress.
- Twenty percent of BSD45's computer hardware will be upgraded or replaced each year.

ACKNOWLEDGMENTS

Donna Selvey (BPS), Vickie-Carter Blocker (BPS), Kay Gooding (BES); Jared Thrasher (BES); Kim Rhoad (Special Services); Franklin McCormack (BHS); Michael Beasley (BHS); Jessica Brabham (BHS); John Moody, Michael Watkins, and Sammy O'Neal (IT Team), Jon Burdge(GBMS), Denise James (GBMS) Tina Smith (District Office); Administrative Teams from BPS, BES, GBMS, BHS, and the District Office.

APPENDIXES

APPENDIX 1: DISTRICT'S ACCEPTABLE USE POLICY

USE OF TECHNOLOGY RESOURCES IN INSTRUCTION

Code **IJNDB** *Issued* **MODEL**

In order for the district to be able to continue to make its computer network and internet access available, all users, including students, must take responsibility for appropriate and lawful use of these technologies. Students accessing district-provided internet access are responsible for appropriate online behavior. The same general rules for behavior apply to students' use of district-provided devices. While the district's teachers and other staff will make reasonable efforts to supervise use of network and internet access, they must have student cooperation in exercising and promoting responsible use of this access, and students must be held responsible and accountable for their own conduct.

All use of electronic networks will be consistent with the goals of the district's educational program and should facilitate resource sharing, innovation, and communication. The failure of any user to follow these procedures will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

Accessing Inappropriate Sites

Each district computer or other technology device with internet access will have a filtering device that blocks access to visual depictions that are obscene, pornographic, harmful, or inappropriate for students, as defined by the Children's Internet Protection Act and as determined by the superintendent or his/her designee.

The district will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or other material that is inappropriate and/or harmful to minors. The superintendent or his/her designee will enforce the use of such filtering devices.

The district will provide reasonable notice of and at least one (1) public hearing or meeting to address and communicate its internet safety measures. The district's main webpage will also include the district's policy and procedures regarding enforcement of this policy, and they will be available for review at the district office.

Discipline and Reporting

If any user violates this policy or any related procedures, the student's access to the district's internet system and computers or other technology devices will be suspended, revoked, or denied, and he or she may be subject to additional disciplinary action. Actions which violate local, state, or federal law may be referred to local law enforcement.

District and school computer technicians who are working with a computer or other technology device and come across sexually explicit images of children must report this to local law enforcement. The report must include the name and address of the owner or person in possession of the computer.

IJNDB - USE OF TECHNOLOGY RESOURCES IN INSTRUCTION

Off-Campus Conduct

Students, parents/legal guardians, teachers, and staff members should be aware that the district may take disciplinary actions for conduct initiated and/or created off-campus involving the inappropriate use of the internet or web-based resources if such conduct poses a threat or substantially interferes with or disrupts the work and discipline of the schools, including discipline for student harassment and bullying.

Warranties/Indemnification

The district makes no warranties of any kind, express or implied, in connection with its provision of access to and use of its computer networks and the internet provided under this policy. The district is not responsible for any information that may be lost, damaged, or unavailable when using the network, or for any information that is retrieved or transmitted via the internet. The district will not be responsible for any unauthorized charges or fees resulting from access to the internet, and any user is fully responsible to the district and will indemnify and hold the district, its trustees, administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from such user's access to its computer network and the internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user's parent(s)/legal guardian(s) agrees to cooperate with the district in the event the school initiates an investigation of a user's use of his or her access to its computer network and the internet.

Policy IJNDB Acceptable Use for Network, Internet and E-Mail Services

Issued 6/12

Purpose: To establish the board's vision and the basic structure for the acceptable use for network, Internet and e-mail services.

Technology is a vital part of education and the curriculum of the district. In an effort to promote learning and expand educational resources for students, the district has made arrangements to provide network, Internet, and e-mail access to students and staff. The district's goal in providing these services is to promote educational excellence by facilitating resource sharing, communication and innovation.

Access to the network, Internet and e-mail services is a privilege, not a right. With this privilege, there also is a responsibility to use these technologies solely for educational purposes and not to access inappropriate materials. To that end, the district administration is directed to develop appropriate guidelines governing the use of district computers to access these technologies. The district administration is also directed to implement such technology protection measures and safety rules as may be required by the conditions of eligibility for any federal or state technology funding assistance program.

As part of the implementation of the administration's guidelines, students and staff must be instructed on the appropriate use of the network, Internet and e-mail services. Students also must sign a form acknowledging that they have read and understand the acceptable use for network, Internet and e-mail services policy and administrative rule, that they will comply with the policy and administrative rule and that they understand the consequences of violating the policy or administrative rule. District staff must sign a similar acknowledgement form before they will be allowed to access the network, Internet and e-mail services. Inappropriate use by any person will not be tolerated.

Accessing inappropriate sites

Student Internet activities will be monitored by the district to ensure students are not accessing inappropriate sites that have visual depictions that include obscenity, child pornography or are harmful to minors. The school district will use technology protection measures to protect students from inappropriate access.

The district will provide reasonable notice of and at least one public hearing or meeting to address and communicate its Internet safety measures.

Reporting

District and school computer technicians who are working with a computer and come across sexually explicit images of children must report this to local law enforcement. The report must include the name and address of the owner or person in possession of the computer.

Online behavior

The district will educate minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response. The superintendent or his/her designee will develop a program to educate students on these issues.

Off-campus conduct

Students, parents/legal guardians, teachers and staff members should be aware that the district may take disciplinary actions for conduct initiated and/or created off-campus involving the inappropriate use of the Internet or web-based resources if such conduct poses a threat or substantially interferes with or disrupts the work and discipline of the schools, including discipline for student harassment and bullying.

Adopted 11/19/98; Revised 4/27/06, 6/28/12

Legal references:

Federal law:

47 USC Section 254(h) - Children's Internet Protection Act.

The Digital Millennium Copyright Act of 1998, Section 512 - Limitations on liability relating to material online.

S.C. Code of Laws, 1976, as amended:

Section 10-1-205 - Computers in public libraries; regulation of Internet access.

Section 16-3-850 - Encountering child pornography while processing film or working on a computer.

Section 16-15-305 - Disseminating, procuring or promoting obscenity unlawful; definitions; penalties; obscene material designated contraband.

Section 59-19-90 - General powers and duties of school trustees.

INTERNET AND ELECTRONIC COMMUNICATION

Code **GBEE** *Issued* **being adopted 2021-2022**

NOTE: *This policy constitutes only a portion of the district's Internet Acceptable Use/Safety Policy.*

The board supports the use of the Internet and electronic communications by staff members to improve teaching and learning through interpersonal communication, access to information, research, training and collaboration, and dissemination of successful educational practices, methods, and materials. Staff members will take responsibility for their own use of district technology devices and the district network to ensure compliance with board policy. "District technology device" means any district owned computer hardware, software, or other technology.

No Expectation of Privacy

District administration will continuously monitor all uses of district technology devices and the district network. The superintendent and/or his/her designee are authorized to access, inspect, monitor, and/or store any computer files, emails, internet usage logs, or any other electronic data at any time and for any purpose without staff consent or authorization. Staff members have no expectation of privacy in their use of district technology devices or the district network.

Staff members are expected to cooperate fully with any investigation concerning or relating to the use of district technology. The district will cooperate fully with local, state, or federal officials in any investigation concerning or related to any illegal activities conducted with district technology devices or through the district network.

Public Records

Electronic communications sent and received by district staff may be considered public records subject to public disclosure or inspection under the South Carolina Freedom of Information Act. Staff members should ensure

that all electronic communications are professional in tone and content and are made for the express purpose of furthering the educational goals of the district.

Unauthorized and Unacceptable Uses

Because of the rapid evolution of technology, every possible use of district technology devices cannot be addressed in board policy. If a staff member has a question regarding the appropriateness of a given use of technology, he/she should consult his/her direct supervisor or building principal for guidance.

Generally, staff members are expected to protect the health, safety, and emotional well-being of students and to preserve the integrity of the learning environment. Staff members should preview and assess the appropriateness of any content accessed using district technology devices, accessed through the district network, and/or shared with students. Online or electronic conduct that distracts or disrupts the learning environment; adversely affects the reputation or image of the district, the staff, or the board; or other conduct in violation of this or related district policies may form the basis for disciplinary action, up to and including termination.

GBEE - INTERNET AND ELECTRONIC COMMUNICATION

No staff member will access, create, transmit, display, or forward any material that does the following:

- promotes violence or advocates destruction of property including, but not limited to, access to information concerning the manufacturing or purchasing of destructive devices or weapons
- contains pornographic, obscene, or other sexually oriented materials, either as pictures or writings
- harasses, threatens, demeans, or promotes violence or hatred against another person or group of persons with regard to race, religion, sex (including gender identity, sexual orientation, and pregnancy, childbirth, or any related medical conditions), color, disability, age (40 or older), genetic information, national origin, or any other applicable status protected by local, state, or federal law.
- uses inappropriate or profane language likely to be offensive to others in the school community
- violates third-party copyright or license agreements or otherwise constitutes unauthorized use of and/or copying of materials

Staff may not post chain letters or engage in "spamming" (i.e. sending unnecessary messages to a large number of people).

Staff may not use district technology devices for any commercial purposes including, but not limited to, providing goods or services or purchasing goods or services for personal use.

The superintendent and/or his/her designee may remove or otherwise restrict a staff member's access to district technology devices or the district network if it is determined the individual engaged in unauthorized and/or inappropriate activity or violated the district's acceptable use policies. Violations of district acceptable use policies may result in disciplinary action, up to and including termination.

Cf. IJNDB

Adopted/\

Legal References:

A. United States Code of Laws, as amended:

1. Children's Internet Protection Act, 47 U.S.C.A. Section 254(h).
2. Digital Millennium Copyright Act, 17 U.S.C.A. Section 512.

B. S.C. Code of Laws, 1976, asamended:

1. Section 10-1-205 - Computers in public libraries; regulation of Internet access.
2. Section 16-15-305 - Disseminating, procuring or promoting obscenity unlawful; penalties; obscene

- material designated contraband.
3. Section 30-4-10, *et seq.* - Freedom of Information Act.

AR IJNDB-R Acceptable Use for Network, Internet, and E-mail Services

Issued 4/06

Internet Access

Because technology is a vital part of the educational process and the curriculum of the district, students and staff will be provided access to the network, Internet and e-mail services. By providing this access, the district intends to promote educational excellence in schools by facilitating resources, Global information, innovation, communication and learning by allowing access to resources unavailable through traditional means. Through the network, Internet and e-mail, students and staff will have access to the following.

- locally networked reference and research sources
- Global information and news
- Worldwide web
- E-Mail Services

The availability of Internet access provides a unique educational opportunity for students and staff to contribute to the district's presence on the World Wide Web. This medium of communication provides an opportunity to share accurate information with the community, our nation and the world about the district's curriculum and instruction, school-authorized activities and other related information. The district provides this instructional resource as an educational tool for staff and students and its use will be governed by this administrative rule. **The failure to follow these policies or responsibilities may result in the loss of privileges or other disciplinary measures**

With access to computers and people all over the world also comes the availability of material that may not be of educational value in the context of the school setting. The district has taken precautions to restrict access to controversial or inappropriate materials; however, on a global network it is impossible to control access to all materials and an industrious user may discover controversial information. The district firmly believes that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may procure material which is inconsistent with the educational goals of the district.

The smooth operation of the network, Internet and e-mail services relies on the proper conduct of the end users who must adhere to strict guidelines. These guidelines are provided so that students and staff are aware of their responsibilities when using these technologies. Any violations of these guidelines will subject the user to appropriate disciplinary action and possible denial of access to these services. In general, this requires efficient, ethical and legal utilization of the network resources.

Because access to the network provides connections to other computer systems located all over the world, users (and parents/legal guardians of students who are users) must understand that neither the district nor any district employee controls the content of the information available on the systems. Every effort will be made by the district to monitor and restrict ready access to known objectionable sites; however, the district does not condone the use of controversial or offensive materials and cannot be held responsible for such use.

Technology Protection Measures

In compliance with the Children's Internet Protection Act ("CIPA"), 47 U.S.C. § 254(h), the district uses technological devices designed to filter and block the use of any of the district's computers with Internet access to retrieve or transmit any visual depictions that are obscene, child pornography or "harmful to minors" as defined in the CIPA. Adult users of a district computer with Internet access may request that the "technology protection

measures" be temporarily disabled by the chief building administrator of the building in which the computer is located for bona fide research purposes or other lawful purposes not otherwise inconsistent with this administrative rule.

Internet Safety Policy

For purposes of this administrative rule, this is the district's "Internet Safety Policy." This administrative rule includes provisions to address access by minors to inappropriate matter on the Internet and World Wide Web; the safety and security of minors when using electronic mail, chat rooms and other forms of direct electronic communications; unauthorized access, including so-called "hacking" and other unlawful activities by minors online; unauthorized disclosure, use and dissemination of personal identification information regarding minors; and measures designed to restrict minors' access to materials harmful to minors that they will comply with the guidelines set forth herein and that they understand the consequences for violating these guidelines. Employees must sign a similar acknowledgement form upon their initial hire, upon implementation of this policy and administrative rule and whenever this administrative rule is amended.

Terms and Conditions of Use

Acceptable Use

The purpose of the district's educational network is to support research and education in and among academic institutions by providing access to unique resources and the opportunity for collaborative work. All use of the network, Internet and e-mail services must be in support of education and research and consistent with the educational objectives of the district. Use of other networks or computing resources must comply with the rules governing those networks. Transmission of any material in violation of any federal or state laws or regulations is prohibited; this includes, but is not limited to, copyrighted material, threatening or obscene material or material protected by trade secret. Access to computer systems and networks owned or operated by the district imposes certain responsibilities and obligations on users and is subject to district policies and local, state and federal laws.

Acceptable use is always ethical, reflects honesty and shows restraint in the consumption of shared resources. It demonstrates respect for intellectual property, ownership of information, system security mechanisms and the individual's rights to privacy and freedom from intimidation, harassment and unwarranted annoyance.

Procedures for Use

Administrators and teachers may access the Internet for educational or work-related purposes at any time which is not disruptive and does not interfere with the performance of other responsibilities by the employee or other staff members.

The district will notify parents/legal guardians about the district network, related safety issues and issues governing its Internet through a general letter to all parents/legal guardians. Parental permission is not required for use of the Internet, but parents/legal guardians will be notified they have the right to file a parent/legal guardian denial form available from the school principal if they do not want their child(ren) to have access to Internet resources.

A student's parent/legal guardian must sign a student e-mail account agreement in order for that student to be granted an individual e-mail account. The parent/legal guardian may withdraw approval at any time through a written request directed to the student's teacher or principal.

Rules Governing Use

Permitted uses of Internet and e-mail

- Users will utilize the system for educational and professional or career development activities only.

General Prohibitions

- Users may not use the districts system for commercial purposes, defined as offering or providing goods or services or purchasing goods or services for personal use. Barnwell County School District 45 will not be responsible for any obligations resulting from any unauthorized use of the system.
- Users may not use the system for political activities.

Personal Safety

- Students will promptly disclose to an administrator, teacher or other school employee any message they receive that is inappropriate or makes them feel uncomfortable.

Illegal Activities

- Users will not attempt to gain unauthorized access to the e-mail system, the district web pages or any other computer systems through Barnwell County School District 45 e-mail and/or Internet and/or network access. Users will not attempt to perform functions that exceed their authorized access. This includes attempting to log in through another person's account or access another person's files. These actions are illegal.
- Users will not make deliberate attempts to disrupt the computer system performance or destroy data by spreading computer viruses or by any other means. These actions are illegal.
- Users will not use the district system to engage in any other illegal act, such as arranging for a drug sale or the purchase of alcohol, engaging in criminal gang activity, threatening the safety of another person or any other activity that violates existing district policies. Reference to such activities will not even be made in a joking manner or as a prank.

System Security

- Users will not share their account information (user ID and/or password) or attempt to log in to another user's account. Any sharing of user ID or password will result in immediate restriction or removal of account privileges. The only potential exception is the sharing of information with IT staff if requested for troubleshooting purposes.
- Users will immediately notify the IT staff if they have identified a possible security problem (students should notify a teacher and/or principal). Do not actively seek security problems but immediately report any potential issues that are found.
- Users will not download or install any unauthorized software or install any unauthorized hardware.
- Users will not knowingly use portable data storage devices which contain viruses or in any other way knowingly spread computer viruses.

Use of Inappropriate Language

Restrictions against inappropriate language apply to public messages, private messages and material posted on Web pages.

- Users will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful or gang-related language or symbols.
- Users will not post information which could cause damage or a danger of disruption.
- Users will not engage in personal attacks, including prejudicial or discriminatory remarks.
- Users will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If a user is told by a person to stop sending messages, he/she must stop.
- Users will not knowingly or recklessly post false or defamatory information about a person or organization.

Access to Inappropriate Material

- Users will not use the district system to access material that is profane or obscene, e.g., pornography, that advocates illegal acts or that advocates violence or discrimination towards other people, e.g., hate literature.
- Adult users who mistakenly access inappropriate information or images should immediately report this to the principal. This will initiate proceedings to have the materials blocked.
- Students are expected to follow parental guidance regarding limitation of access to additional types of inappropriate materials.

Respect for Privacy

- Users will not repost a message that was sent to them privately without permission from the person who sent them the message.
- Users will not post private information about another person.

Penalties for Improper Use

An employee who violates the terms of this administrative rule or otherwise misuses e-mail or the Internet to access inappropriate material will be subject to disciplinary action, up to and including discharge. In addition, the privilege of accessing the Internet and e-mail services also will be subject to cancellation. Students who violate the terms of this administrative rule or who otherwise misuse their access to e-mail or the Internet also will be subject to disciplinary action in accordance with the district student behavior code policy. Internet and e-mail access privileges also may be cancelled. Violations of the laws of the United States or the state of South Carolina also may subject student or employee users to criminal prosecution. If a user incurs unauthorized costs, the user, as well as the user's parents/legal guardians if the user is a student, will be responsible for all such costs.

Warranty

The district makes no warranties of any kind, whether expressed or implied, for the service it is providing. The district will not be responsible for any damages suffered by any user. This includes loss of data

resulting from delays, non-deliveries, misdirected deliveries or service interruptions caused by the system's negligence, user errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The district specifically denies any responsibility for the accuracy or quality of information obtained through its services.

Security

Security on any computer system is a high priority, especially when the system involves many users. If a student or employee believes he/she has identified a security problem on the network, he/she must notify the administrator for the school or computer technician. Do not demonstrate the problem to other users. Attempts to log on to any network as a system administrator will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be subject to severe restrictions, cancellation of privileges or other disciplinary and/or legal action.

User Privacy

E-mail messages and any other electronic files created using district resources or stored district resources are property of the district. The district reserves the right to examine, restrict or remove any material that is on or passes through its network, just as it does any other work or material generated or brought to school by staff or students. Access to electronic information related to any student or staff member will be governed by the same policies that would apply to that information if it were not in electronic form.

School Board Policies

All documents on the district's server(s) must conform to board policies and regulations, as well as established school guidelines. Copies of board policies are available in media center, principal's office and district web page. Persons developing or maintaining web documents are responsible for complying with these and other policies. Some of the relevant issues and related board policies include the following:

- Electronic transmission of materials is a form of copying. As specified in district policy, no unlawful copies of copyrighted materials may be knowingly produced or transmitted via the district's equipment, including its web server(s).
- Documents created for the web and linked to district web pages must meet the criteria for use as an instructional resource.
- Any links to district web pages that are not specifically curriculum-related must meet the criteria established in the District Internet Authorized Use Policy. Any other non-curricular materials should be limited to information about other youth activities, agencies, or organization which are known to be non-sectarian, exclusively devoted to community interests or child welfare, non-profit and non-discriminatory Web page links may not include entities whose primary purpose is commercial or political advertising.
- All communications via district web pages will comply with the District's Acceptable Use for Network, Internet, and E-mail Services Policy.
- Any student information communicated via district web pages must comply with district policies on data privacy and public use of school records.

Other

Material on a web page reflects an individual's thoughts, interests and activities. Such web pages do not, in any way, represent individual schools or the district, nor are they endorsed or sanctioned by any individual school or the district. Concern about the content of any page(s) created by students or staff should be directed to the building principal of that school or to that school's media specialist.

Given the rapid change in technology, some of the technical standards outlined in this administrative rule may require change throughout the year. Such changes will be made with approval of the superintendent. This administrative rule may be updated on an annual basis or more frequently if required.

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APPENDIX 2: HOW E-RATE AREAS HAVE BEEN ADDRESSED

BSD45 will provide curriculum and professional development to increase the competency of all district educators so that research-proven strategies and the effective integration of instructional technology systems can be used to increase student achievement. The professional development will be ongoing through the school year and will consist of numerous activities that district educators can choose to attend.

BSD45 will use current and emerging technology to create learner-centered instructional environments that enhance academic achievement. More upgrades and technology tools have been and will be purchased to provide these opportunities.

Meaningful, sustained professional development is the key to ensuring that BSD45's faculty and staff are well-trained in using research-proven technology integration strategies across the curriculum to improve student achievement. The district will continue to offer courses to staff members interested in improving their technological knowledge.

Staff members have been given the opportunity to take district purchased and district-level facilitated online courses that not only allow the educators to gain graduate course credit, but most importantly, ensure technology proficiency. Other faculty and staff members have attended the EdTech Conference. Teachers, curriculum coordinators, and administrators received numerous trainings in the MAP assessment system of online testing and data interpretation.

There are many other areas within the district that will be addressed over the next five years

- BSD45 will submit to the SDE an annual technology plan that documents site-based input and includes a plan for professional development that outlines the technology education offerings and requirements, including assistive technology.
- District and school administrators will submit an annual professional development plan that is reviewed as part of the administrator's annual evaluation. In addition to other goals, the plan must include technology goals for professional development.
- BSD45 will provide training to district and building level administrators on effectively assessing a teacher's ability to integrate technology, including assistive technology, into the curriculum.

Over the past five years, the district has made steady strides in acquiring instructional technologies and using these learning tools to increase student achievement. Technologies, such as satellite systems and online course delivery tools, are used as apparatuses for learning. Numerous educators have received graduate and renewal credits through the use of the district technology tools and services. Grants continue to provide funds for increased access to technologies, such as document cameras, chromebooks, interactive panels, etc. All technology is in all schools and every classroom for classroom use.

All Faculty, Staff, and students have access to G-mail, Google docs, Google Sheets, etc. to organize their documents, tests, homework, and presentations." All teachers and administrators are able to communicate electronically through G-mail email.

BSD45 takes advantage of E-rate discounts. These discounts, coupled with other funding, are used to pay for category 2 items. This includes but not limited to networking cores, networking switches, wireless access points, etc. lines, which enables faculty and staff to access school web pages and other internet resources.

BSD45 will continue to upgrade existing technology to provide students with the most current technological opportunities. Staff development will be held for teachers in the utilization of technology in the delivery of standards-based instruction. Specific software will be purchased to allow teachers to prepare students to improve achievement levels on EOCEP, PASS, SC-Ready, SAT, and ACT.

BSD45 will budget appropriate funds to allow students and teachers access to educational technology.

Title I funds, Grants, Federal funds, and local funds will be utilized to ensure that students have access to current technology. Computer labs and chromebooks will be upgraded in a regular cycle. Teachers will be provided with professional development to better prepare the instructional staff to integrate technology into their lesson plans. Courses in instructional technology will be offered to teachers to improve their ability to use technology in an instructional setting.

The district will utilize grant funds, local budget revenue, and state and federal dollars to provide staff development for teachers, administrators, and media personnel in the effective use of technology. The district's technology committee will annually survey teachers, media specialists, etc. to determine the basic needs for training in an effort to develop a meaningful professional development plan. Barnwell 45 will partner with various local and state agencies, including the SDE, local post-secondary institutions, to deliver appropriate course work and staff development.

Technology is the key to education and the most challenging to keep abreast and upgraded. Due to the daily changes in technology, a constant flow of money must be found and used to ensure that all students are given the opportunities to master technology standards and to use the numerous technology tools that are available. The current plan is to implement and maintain a refurbishment plan to replace all PC's, chromebooks, laptops, and document cameras on a 3 to 5 year average.

2016-2017: BSD45 applied for and received \$130,670.28 E-Rate dollars for caching servers, UPS equipment and some networking switches for each school as well as a complete overhaul of the Primary School's wireless networking environment including cabling, APs, and Switches.

2017-2018: BSD45 applied for and received \$50,517.62 E-Rate dollars for a small number of APs to supplement the wireless network at the Elementary, Middle and HS, as well as networking switches and stacking electronics to upgrade the networking closets and at the Elementary, Middle, and High Schools.

2018-2019: BSD45 did not apply for E-Rate funding for equipment.

2019-2020: BSD45 applied for and received \$27,954.01 E-Rate dollars to overhaul and reconfigure the Primary Schools' network closets (qty 7-IDFs and qty-1 MDF) with new infrastructure (UPS equipment, racks and patch panels) as well as replacing a small number of switches that had become end-of-life and would not support the current networking protocols.

2020-2021: BSD45 applied for and received \$47,016.71 E-Rate dollars to upgrade all of the District's four schools' wireless infrastructure to a new modern AP environment for the District. Additionally, a few racks and UPS equipment was replaced in the Elementary Schools.

2021-2022: BSD45 applied for and received \$ 83,824.75 E-Rate dollars to replace the networking core switches and firewall. The network core received all new switches and a new firewall to correspond and maintain the upgrades to each of the District four schools new wireless networks as well as create a more robust and protected networking environment for the District. Finally, the District is able to take advantage of the current Internet Access service that the State is providing at 2 Gbps to provide the students a premier network for the teaching and learning environment.

Activities within the technology plan will be reviewed annually. The review will be conducted by the district technology committee, which consists of administrators, regular and special education teachers, media specialists, and the IT Team. The review process will assess the progress of teachers and students in the understanding and utilization of technology as a learning tool. These results will be provided in a report to the Superintendent and Board of Trustees. Items for review in the evaluation process include, but are not limited to:

- a. Student performance in standardized tests
- b. Analysis of specific demographic groups or standardized tests
- c. Teacher proficiency in technology
- d. Review of purchase of specific technology
- e. Review of purchase of standards-based instructional software

APPENDIX 3: TECHNOLOGY BUDGET

TECHNOLOGY BUDGET – FY 2016

GENERAL FUNDS			
Salaries and Benefits		\$	211,062.66
Technical Equipment		\$	159,775.36
Software License Renewals		\$	175,535.34
	TOTAL	\$	546,373.36

TECHNOLOGY BUDGET – FY 2017

GENERAL FUNDS			
Salaries and Benefits		\$	156,918.51
Technical Equipment		\$	43,188.19
Refurbishment of Equipment		\$	48,070.40
Software License Renewals		\$	157,010.92
	SUBTOTAL 1	\$	405,188.02
One Time State Funding Allocation From the State for Districts 1:1 Initiative			
	SUBTOTAL 2		\$878,029.00
	TOTAL		\$1,283,217.02

TECHNOLOGY BUDGET – FY 2018

GENERAL FUNDS		
Salaries and Benefits	\$	174,012.19
Technical Equipment	\$	64,800.31
Refurbishment of Equipment	\$	59,540.00
Software License Renewals	\$	148,609.67
TOTAL	\$	446,962.17

TECHNOLOGY BUDGET – FY 2019

GENERAL FUNDS		
Salaries and Benefits	\$	210,359.98
Technical Equipment	\$	57,741.23
Refurbishment of Equipment	\$	59,100.00
Software License Renewals	\$	115,000.00
TOTAL	\$	442,201.21

TECHNOLOGY BUDGET – FY 2020

GENERAL FUNDS		
Salaries and Benefits	\$	208,115.67
Technical Equipment	\$	91,696.76
Refurbishment of Equipment	\$	55,350.00
Software License Renewals	\$	149,057.63
TOTAL	\$	504,220.06
Note: No Federal Programs for 2020-2021. The IT dept. works with federal programs & The curriculum & instructional team to include technology in state & federal needs.		