

Book Policy Manual  
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## 7540 - TECHNOLOGY

The Board of Education is committed to the effective use of technology to both enhance the quality of student learning and the efficiency of District operations.

Students' use of District's Technology Resources (see definitions in Bylaw 0100) is a privilege, not a right. Students and their parents must sign and submit a Student Technology Acceptable Use and Safety form  annually. (See also, Policy 7540.03)

~~The Superintendent shall develop , recommend for approval by the Board, **[NOTE: END OF OPTION]** and implement a written District Technology Plan (DTP). One of the primary purposes of the DTP is to evaluate new and emerging technologies and how they will play a role in student achievement and success and/or efficient and effective District operations.  The Board will financially support, as the budget permits, the DTP, including recommendations to provide new and developing technology for students and staff. **[NOTE: END OF OPTION]**~~

~~The Superintendent shall create a Technology Governance Committee (see AG 7540B) to oversee and guide the development of the DTP. The Superintendent shall appoint individuals to the Technology Governance Committee that include representatives of all educational, administrative and business/operational areas in the District.~~

~~The DTP shall set forth procedures for the proper acquisition of technology. The DTP shall also provide guidance to staff and students about making safe, appropriate and ethical use of District Technology Resources, as well as inform both staff and students about disciplinary actions that will be taken if its Technology Resources are abused in any way or used in an inappropriate, illegal, or unethical manner. See Policy 7540.03 and AG 7540.03 – Student Education Technology Acceptable Use and Safety, and Policy 7540.04 and AG 7540.04 – Staff Education Technology Acceptable Use and Safety.~~

~~The Superintendent , in conjunction with the \_\_\_\_\_, **[NOTE: END OF OPTION]** shall review the DTP and—~~

~~report~~

~~recommend the approval of~~

~~any changes, amendments, or revisions to the Board  annually.~~

This policy, along with the Student and Staff Technology Acceptable Use and Safety policies, and the Student Code of Conduct, further govern students' and staff members' use of their personal communication devices (see Policy 5136 and Policy 7530.02). Users have no right or expectation of privacy when using District technology resources (including, but not limited to, privacy in the content of their personal files, e-mails and records of their online activity when using the District's computer network and/or Internet connection).

Further safeguards shall be established so that the Board's investment in both hardware and software achieves the benefits of technology and inhibits negative side effects. Accordingly, students shall be educated about appropriate online behavior including, but not limited to, using social media, which is defined in Bylaw 0100, to interact with others online; interacting with other individuals in chat rooms or on blogs; and, recognizing what constitutes cyberbullying, understanding cyberbullying is a violation of Board policy, and learning appropriate responses if they experience cyberbullying.

~~For purposes of this policy, social media is defined as Internet-based applications that facilitate communication (e.g., interactive/two-way conversation/dialogue) and networking between individuals or groups. Social media is "essentially a category of online media where people are talking, participating, sharing, networking, and bookmarking online. Most social media services encourage discussion, feedback, voting, comments, and sharing of information from all interested parties."~~

[Quote from Ron Jones of Search Engine Watch] Social media provides a way for people to stay “connected or linked to other sites, resources, and people.” Examples include Facebook, Twitter, Instagram, webmail, text messaging, chat, blogs, and instant messaging (IM). Social media does not include sending or receiving e-mail through the use of District issued e-mail accounts.

**[CHOOSE ONE OF THE THREE OPTIONS, IF DESIRED]**

**] OPTION 1**

~~Staff use of District-approved social media platforms/sites shall be consistent with Policy 7544. Staff may use social media for business-related purposes. Authorized staff may use District Technology Resources to access and use social media to increase awareness of District programs and activities, as well as to promote achievements of staff and students, provided the Superintendent approves, in advance, such access and use. Use of social media for business-related purposes is subject to Ohio's public records laws and staff members are responsible for archiving their social media and complying with the District's record retention schedule. See Policy 8310—Public Records, AG 8310A—Public Records, and AG 8310G—Records Retention and Disposal.~~

~~Instructional staff and their students may use District Technology Resources to access and use social media for educational purposes, provided the Director approves, in advance, such access and use.~~

Students must comply with Policy 5136, Policy 5722, Policy 7540.03, and Policy 7544~~Policy 7540.03 and Policy 5136~~ when using District Technology Resources to access and/or use social media. Similarly, staff must comply with Policy 7540.04 and Policy 7530.02 when using District Technology Resources to access and/or use District-approved social media.

**[END OF OPTION #1]**

Similarly, staff must comply with Policy 7544, Policy 7540.04, and Policy 7530.02 when using District technology resources to access and/or use District-approved social media platforms/sites.

**OR**

**] OPTION 2 [DRAFTING NOTE: Choose this option if the District intends to prohibit staff and students from accessing social media using District technology resources.]**

The Board prohibits students and staff members from using District Technology Resources to access and/or use social media.

**[END OF OPTION #2]**

**OR**

**] [OPTION #3]**

The Board prohibits students from using District Technology Resources to access and/or use social media for other than instructional purposes.

Staff may use District approved social media platforms/sites in accordance with Policy 7544 (.) ~~and, pursuant to Policy 7540.02, may use web content, apps, and services for one way communication with the District's constituents~~ **[END OF OPTION]**. Authorized staff may use District Technology Resources to access and use District approved social media platforms/sites to increase awareness of District programs and activities, as well as to promote achievements of staff and students, provided the Superintendent approves, in advance, such access and use. Use of District approved social media platforms/sites for business-related purposes is subject to Ohio's public records laws and, as set forth in Policy 7544, staff members are responsible for archiving their social media and complying with the District's record retention schedule. See Policy 8310—Public Records and AG 8310A—Public Records.

**[DRAFTING NOTE: Retain this provision if the District has chosen an option in Policy 7544 permitting staff to access social media from District technology resources or from personal technology resources.]**

Staff must comply with Policy 7544, Policy 7540.04 and Policy 7530.02 when using District Technology Resources (.) or personally-owned WCDs **[END OF OPTION]** to access and/or use social media for personal purposes.

**[END OF OPTION #3]**

**[END OF OPTIONS]**

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