

LAKE COUNTY OFFICE OF EDUCATION
Office of Superintendent

Lake County Office of Education Approval of Policy SP/BP 0440

ISSUE

The County Board of Education will vote to approve the following policy:

SP/BP 0440 Technology Plan

PREVIOUS ACTIVITY

The Board reviewed the updated policy at the March 18, 2015 meeting.

DISCUSSION

CSBA has released policy updates. The attached policy reflects changes as recommended by CSBA. Superintendent Policies are for review only. Board Policies or combined Superintendent/Board Policies are to be voted upon.

FISCAL, STAFFING AND FACILITIES ISSUES

Not Addressed

RECOMMENDATION

The County Superintendent of Schools recommends approval of SP/BP 0440.

Report prepared by Brock Falkenberg, County Superintendent of Schools.

TECHNOLOGY PLAN

The County Superintendent and County Board of Education recognize that technological resources can enhance student achievement by increasing student access to information, supporting teacher effectiveness, and facilitating the administration of student assessments. Effective use of technology can also increase the efficiency of the Lake County Office of Education's noninstructional operations and governance. The County Superintendent is committed to the development and maintenance of a countywide infrastructure and to providing staff professional development that will allow the implementation of existing and new technologies.

(cf. 6162.51 - State Academic Achievement Tests)

The County Superintendent or designee shall develop, for County Board review, a comprehensive three-year technology plan based on an assessment of current uses of technology in the COE and an identification of future needs. The County Superintendent or designee may appoint an advisory committee consisting of a variety of staff and community stakeholders to assist with the development of the technology plan.

(cf. 0400 - Comprehensive Plans)

The plan shall be integrated into the COE's vision and goals for student learning and shall contain research-based strategies and methods for the effective use of technology. When required for state or federal grant programs in which the COE participates, the plan shall also address all components required for receipt of such grants.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the County Office of Education)

(cf. 0460 - Local Control and Accountability Plan)

The County Superintendent or designee shall ensure that any use of technological resources in the COE protects the private and confidential information of students and employees in accordance with law.

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

(cf. 5125 - Student Records)

Legal Reference: (see next page)

TECHNOLOGY PLAN (continued)

Legal Reference:

BUSINESS AND PROFESSIONS CODE

22584-22585 Student Online Personal Information Protection Act

EDUCATION CODE

10550-10555 Telecommunications standards

11800 K-12 High Speed Network grant program

49060-49085 Student records

51006 Computer education and resources

51007 Programs to strengthen technological skills

51865 California distance learning policy

51870-51871.5 Educational technology planning

60010 Instructional materials, definition

66940 Distance learning

PENAL CODE

502 Computer crimes, remedies

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1232h Protection of Pupil Rights Amendment

UNITED STATES CODE, TITLE 47

254 Universal service discounts (E-rate)

CODE OF FEDERAL REGULATIONS, TITLE 16

Part 312 Children's Online Privacy Protection Rule

CODE OF FEDERAL REGULATIONS, TITLE 34

Part 99 Family Educational Rights and Privacy

CODE OF FEDERAL REGULATIONS, TITLE 47

54.500-54.523 Universal service support for schools

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California K-12 Education Technology Plan Template, Criteria, and Guiding Questions, November 2014

Empowering Learning: A Blueprint for California Education Technology 2014-2017, April 2014

FEDERAL COMMUNICATIONS COMMISSION PUBLICATIONS

E-rate Modernization Order, July 11, 2014

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Education Technology Office: <http://www.cde.ca.gov/ls/et>

California Educational Technology Professionals Association: <http://www.cetpa.net>

Computer-Using Educators: <http://www.cue.org>

Federal Communications Commission: <http://www.fcc.gov>

ON[the]LINE, digital citizenship resources: <http://www.onthelineca.org>

Technology Information Center for Administrative Leadership: <http://www.portical.org>

TECHNOLOGY PLAN

The COE's technology plan shall address, at a minimum, the following components:

1. Background Information: A guide to the COE's use of technology for the next three years, including:
 - a. Specific starting and ending dates of the plan
 - b. An overview of the COE's location and demographics
 - c. A description of how stakeholders from the COE and community were involved in the planning process
 - d. A description of the relevant research behind the strategies and/or methods in the plan and how the research supports the plan's curricular and professional development goals
2. Curriculum: Clear goals and realistic strategies for using telecommunications and information technology to improve educational services, including:
 - a. A description of teachers' and students' current access to instructional technology and current use of digital tools, including COE policies or practices to ensure equitable technology access for all students
 - b. Goals and an implementation plan, including annual activities, for:
 - (1) How technology will be used to improve teaching and learning, how these goals align with COE curricular goals and other plans, how the COE budget and local control and accountability plan support these goals, and whether future funding proposals or partnerships may be needed for successful implementation
 - (2) How and when students will acquire the technology skills and information literacy skills needed for college and career readiness
 - (3) Internet safety and the appropriate and ethical use of technology in the classroom

(cf. 0000 - Vision)
(cf. 0200 - Goals for the County Office of Education)
(cf. 0400 - Comprehensive Plans)
(cf. 0460 - Local Control and Accountability Plan)
(cf. 5131 - Conduct)
(cf. 5131.2 - Bullying)
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6162.54 - Test Integrity/Test Preparation)

TECHNOLOGY PLAN (continued)

(cf. 6162.6 - Use of Copyrighted Materials)

(cf. 6163.4 - Student Use of Technology)

3. Professional Development: A professional development strategy to ensure that staff understands how to use new technologies to improve education services, including:
 - a. A summary of teachers' and administrators' current technology proficiency and integration skills and needs for professional development
 - b. Goals and an implementation plan, including annual activities, for providing professional development opportunities based on COE needs assessment data and the curriculum component of the technology plan

(cf. 4040 - Employee Use of Technology)

(cf. 4131 - Staff Development)

(cf. 4222 - Teacher Aides/Paraprofessionals)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

4. Infrastructure, Hardware, Technical Support, Software, and Asset Management: An assessment of the telecommunication services, hardware, software, asset management, and other services that will be needed to improve education services, including:
 - a. A description of existing hardware, Internet access, electronic learning resources, technical support, and asset management in the COE
 - b. A description of technology hardware, electronic learning resources, networking and telecommunications infrastructure, physical plant modifications, technical support, and asset management needed by COE teachers, students, and administrators to support the activities in the curriculum and professional development components of the plan

(cf. 3100 - Budget)

(cf. 7000 - Facilities Master Plan)

5. Monitoring and Evaluation: An evaluation process that enables the school to monitor progress toward the specific goals and mid-course corrections in response to new developments and opportunities as they arise, including:
 - a. The process for evaluating the plan's overall progress and impact on teaching and learning

TECHNOLOGY PLAN (continued)

- b. The schedule for evaluating the effect of plan implementation and a description of the process and frequency of communicating evaluation results to technology plan stakeholders

(cf. 0500 - Accountability)

6. **Noninstructional Uses of Technology:** A description of how technology will be used to improve COE governance, COE and school site administration, support services, and communications
7. **Cost:** An estimate of the cost for each year of the plan and each of its major components

Regulation
approved:

LAKE COUNTY OFFICE OF EDUCATION
Lakeport, California