

Technology Plan

**Spartanburg School District Four
118 McEdco Rd
Woodruff, SC 29388**



www.spartanburg4.org

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**2015-2018
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Executive Summary

Spartanburg School District Four is committed to providing the most effective learning environment possible for all its students to include the utilization of national best practices of technology. This includes providing access for educators and learners to computer and other technologies that promote effective instruction and personalized learning opportunities. The integration of Internet-based and server based software and all technologies is essential in equipping students for success in the ever-changing 21st century.

The foundation of Spartanburg School District Four's technology resources is a high speed, fiber-optic, LOCAL area network. This is possible because of the close proximity of the district's facilities to each other. This network supports computing applications related to teaching/learning, telecommunications, facilities security, and other applications that are essential to the efficient and effective operation of the school district.

District Four has continually revised the Technology Plan through a needs assessment, input from stakeholders, and consultation from technology experts. Annually, the Technology Plan is reviewed for fulfillment of timeline, for needed changes due to technology changes, and is evaluated for its effectiveness and appropriate implementation. Spartanburg 4 views technology as a resource to facilitate student learning and to prepare students to effectively utilize technology. District 4 reviews the effects of technology on student achievement, the curricular alignment of technology resources, and the budget impact on an ongoing basis. The goal is to incorporate technology as a tool that is meaningful and has a purpose of assisting student learning.

Technology Plan Team Members:

Member	Position/Affiliation
Karen Neal	Assistant Superintendent, Spartanburg 4
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Michael McVerry	Technology Specialist, ANC
Brian Daughhetee	Technology Specialist, ANC
Ann Hodge	Principal, Woodruff Primary
Nicole Moon	Teacher, School Technology Coordinator, Woodruff Primary
Argyl Brewton	Principal, Woodruff Elementary
Samantha Wood	Teacher, Woodruff Elementary
Denise Brown	Principal, Woodruff Middle
Tina Harrell	Media Specialist, Woodruff Middle
Aaron Fulmer	Principal, Woodruff High
Gwen Lyda	Teacher, Woodruff High
Becki Halloran	Parent, Woodruff Middle and Woodruff High
Andrea Gaffney	Teacher, Woodruff Elementary
Lisa Lane	Hope Reach Academy
Denise Meredith	Paraprofessional, Woodruff Primary
Lt. Darrell Dawkins	Community Member, Woodruff City Police
Josh Turner	Community Member, Woodruff Federal Savings
Milton Smith	School Board Chairman
Charles Hembree	School Board Member
Gordon Godfrey	School Board Member
Logan Kipling	WHS Student
Daysha Meredith	WHS Student

Background Information

Spartanburg School District Four is one of seven school districts in Spartanburg County, located in the Upstate of South Carolina. It is the largest district geographically but has the smallest population of the seven districts. The district is comprised of four schools: Woodruff Primary School serves approximately 850 students in grades 3K-2. Woodruff Elementary School serves approximately 600 students in grades 3-5. Woodruff Middle School serves approximately 625 in grades 6-8. Woodruff High School serves approximately 800 students in grades 9-12.

Spartanburg School District Four serves a rural area with a large proportion of students traveling more than 5 miles to attend school. Nearly half of the district students travel to and from school on district buses and over 60 percent of all students are eligible for free or reduced lunch.

This goal of Spartanburg School District Four is to provide the best education possible for its students. This Technology Plan supports that mission and has been developed through a process involving teams of educators, community members, parents, School Board members and students. The planning process was initiated by the Spartanburg School District Four Board of Trustees which identified strategic planning goals. One of these goals included providing effective technology to facilitate learning. After this identification by the School Board, the district administration organized district level committees to develop specific strategies and indicators of success.

Following the development of the district level strategic plan, each school organized committees to develop action plans for the major goals areas, including technology. This action planning process is ongoing and will continue throughout the time period covered by this technology plan.

School District Mission Statement:

MISSION

Spartanburg School District Four...Impacting and empowering student lives for the future through high expectations, academic rigor, supportive relationships, and the development of a strong work ethic in a safe and orderly environment.

VISION

We envision a district where...

- Student learning is a priority.
- Decisions are made in the interest of students.
- Students graduate with skills necessary for the next phase of life.
- Staff and students feel safe, respected, and valued.
- Educators, families, and the community work together to educate our students.

BELIEFS

We believe....

- Student achievement based on high expectations is our priority.
- Decisions should be made in the best interest of students.
- Students deserve highly qualified, motivated, and professional educators who are engaged in continuous improvement.
- Preparation for life-long learning in a global society is our purpose.
- Supportive, nurturing relationships maximize learning.
- Safe, well-maintained facilities enhance the learning environment.
- Family and community involvement are essential for student success.

Current State of Technology – Assessment and Needs

School District Overview:

Spartanburg School District Four seeks to provide its faculty, staff and students the best technological resources possible to foster effective teaching and learning. In administrative and instructional functions, technology is implemented via resources connected to a high speed local area computing network. Currently, Spartanburg School district Four has 887 desktops, 115 laptops, and 315 Ipads in instructional and administrative facilities. Computers vary in age, operating system, and configuration. In addition, there are physical or virtual services being utilized.

In addition, over 90 percent of classrooms are equipped with interactive whiteboards and/or projectors. These whiteboards are for student interaction and engagement and not merely to be used as a resource for a PowerPoint presentation. To the contrary, District Four supports the teacher in the use of technology in the classroom. To that

end, we are intent on developing a meaningful staff development plan which focuses on the integration of technology for student interaction.

Spartanburg School District Four completed the Technology Readiness Survey in preparation for Smarter Balanced testing and for other reviews associated with computer based testing scenarios. Spartanburg Four has also worked with ACT Aspire in the pilot testing of computer based assessments in the Spring, 2014. This has assisted us in examining the impact on existing bandwidth as we continue to add devices to the network.

In the Summer, 2012 the entire network of Spartanburg 4 was dismantled and re-created. For the past two years, an organized structure and mappings have been put into place to provide for more efficient use of technology. In addition, maintenance of existing equipment has been a priority as has fulfillment of the district technology plan. Monitoring of available technology has been at the forefront and has necessitated the expansion of bandwidth.

Moreover, a plan to add wireless technology and a wireless network is being developed and should be fully operational in the 15-16 school year. Over the next three years, the district will expand and maintain existing resources, incorporate personal devices to include laptops and Ipads, upgrade outdated equipment, transition to more current and efficient software, and add newly developed technological resources. As more demands are placed on the network infrastructure and because of the age of the existing infrastructure, upgrades to switches and other network devices will be necessary. In addition, the replacement rotation of existing workstations will be maintained and reviewed for device replacement. Moreover, instructional software is reviewed annually for network compatibility and alignment with Curriculum Standards while data processing software is reviewed for program and network compatibility, effectiveness, and budget feasibility.

Also, maintenance and upgrades to interactive whiteboards will be acquired and their use integrated into the existing instructional program to improve student engagement and understanding. Student utilization of technology will be emphasized to enhance learning.

Inventory

The business office keeps a database of a district inventory of serial numbers which are marked based upon the funding source for each piece of equipment. A current inventory of computer technology resources is attached to this plan and identifies equipment and software that comprise the district's technological capacity. Through these resources the district is able to provide effective teaching/learning opportunities, facilitate communication among and between faculty, staff and other district constituents, and enhance numerous support service including security, facility management, and public relations.

The Technology Department has recently invested in a new work order system which enables the tracking of specific issues and solutions as well as time on task. This can be accessed through SchoolDude.

Spartanburg School District Four provides a network infrastructure that supports workstations running various productivity and instructional applications, a video security system comprised of several dozen cameras at 5 different locations, an IP telephony communication system with handsets in every classroom and office, and centralized systems to monitor and control door locks and HVAC at all locations.

See attached inventory.

Technology Support Strategies

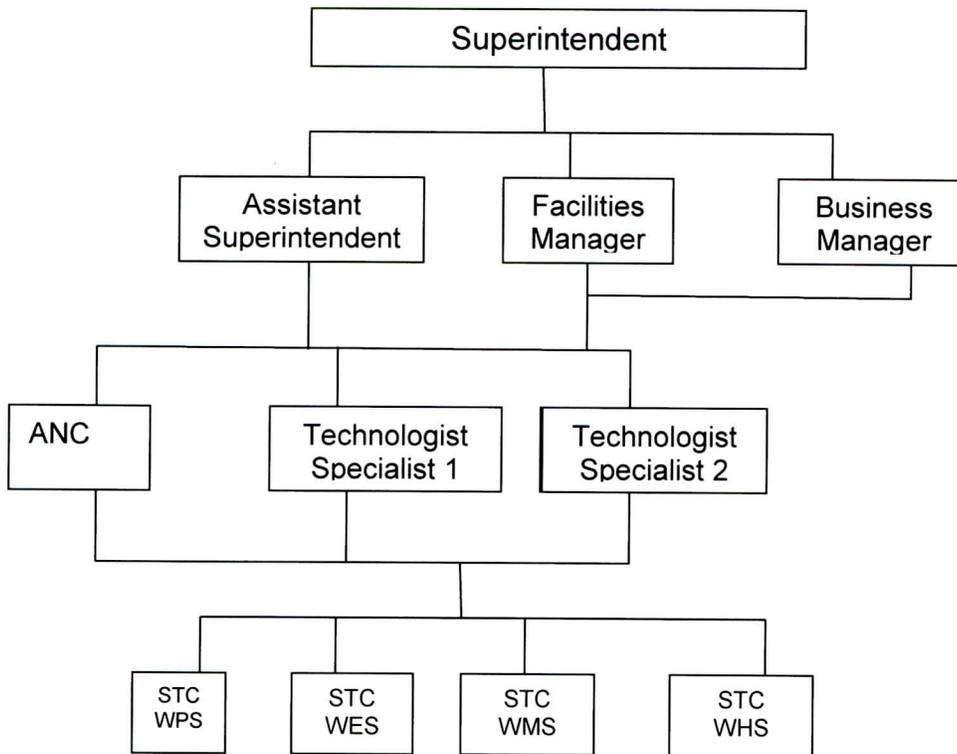
The Technology Department has as its primary focus student learning and prioritizes its tasks based upon the impact on instruction. Since District Four is a small school district, we operate with a skeletal district technology staff with designated School Technology Coordinators at each school.

- The **Technology System Specialists** meet regularly with the Technology Leadership team consisting of the Assistant Superintendent who serves as the Coordinator of Technology, the Business Manager, and the Facilities Manager to discuss current progress on projects, future initiatives, and coordination with our Consulting Group, ANC. The Technology Specialists oversee the work order system and maintain the network as well as assisting with software issues. They are being trained by the ANC Group to manage the network and are an asset in its re-creation.

- **ANC Group, INC** is a technology consulting group whom District Four has contracted with to spearhead the dismantlement and reorganization of the network. An IT specialist was on site for 3 days per week for a year and a half, and currently is on site for 2 days per week as we meticulously refine some issues and gain an understanding of the reorganizational structure of our network. The plan is for ANC to fulfill the role of consultant as needed once the network is totally reorganized.

- **School Technology Coordinators** are teachers and/or administrators at the school level who are taught troubleshooting techniques in assessing computer problems. They review and submit all workorders to the district IT staff after assessing the issue.

Technology Organizational Chart—Spartanburg School District Four



Current Needs

- Complete installation of wireless infrastructure throughout the district.
- Complete Phase I of purchase of devices/notebooks for remaining two schools.
- Complete purchase of laptop carts for remaining two schools.
- Increase student engagement through 1-1 technology initiative.
- Complete replacement of all CRT monitors with flat panel screens.
- Redesign the business labs at WHS.
- Maintain timeline of computer lab replacement. Consider workstations versus laptop decision.
- Complete the installation of interactive white boards/projectors in remaining five classrooms at WMS.
- Replace core switches at each school since they are reaching end of life.
- Upgrade security alarm systems, and VOIP phone systems at each facility.
- Complete the Microsoft System Center Imaging Center.
- Complete the setup of student logins.
- Simplify and consolidate file storage.
- Consider the purchase of a new SAN appliance.
- Setup the Sophos UTM to support Tiered Filtering.
- Consider Full Lync Implementation and accompanying professional development.
- Provide safe environments through upgrades to cameras and security systems.
- Redesign district and school websites for compatibility and flexibility among browsers.

Funding

District Four Schools, for the past three years, has utilized funds from a Bond Anticipation Note to expand technology. Annually, from \$100,000 to \$250,000 has been designated for technology in fulfilling the technology timeline. With expansion has come additional licensing fees, and this additional funding source has been necessary to cover the additional expenses.

The Technology Plan

Technology Vision:

Spartanburg School District Four recognizes technology as a tool to support and enhance many of the district's primary goals including teaching/learning, personalization of services, efficient management of resources, communication, security, faculty/staff professional development, and leadership.

How the Plan Was Developed:

The district's technology plan was incorporated in the strategic planning process as consideration was given to resources to enhance student learning. While technology had previously been an independent component of the district's strategic planning process, the technology plan was developed and considered as a key component of other aspects of the strategic planning process since in many cases technology is the means by which other goals are achieved. Committee members represented a cross section of stakeholders with various interests and needs in the technology plan.

Since the district network had been disassembled in the Summer, 2012, review of the entire infrastructure had to take place. This was facilitated through the resources of ANC Consulting Group. In the past two years, rebuilding of Active Directory has taken place in order to provide a structure to delineate student, staff, teacher, and administrator computer rights. Surveys were taken regarding various group needs as the plan was developed to include restrictions from various programs/sites for various groups. Data security has been at the forefront of the plan as has the availability of valid backups should the catastrophe occur.

Next, the school level committees developed action plans that aligned with the district level strategic plan and facilitated the implementation of activities to meet the objectives and achieve the goals defined in the strategic plan.

Staff Training/Professional Development Strategies

Goal 1: Provide appropriate staff development to assure technology proficiency of each staff member to facilitate instruction, enhance data analysis, and improve communication.

Objectives	Strategies	Action Steps	Funding	Evaluation
<p>1.1 All staff members will demonstrate technology proficiency based on specific district defined technology skill sets.</p>	<p>a. All new employees will participate in a district delivered IT inservice. b. All employees will receive individualized computer-based instruction for individual needs. c. Staff will be assigned a school technology contact as a local contact.. d. District hands-on training will be provided where necessary and as new technology is incorporated.</p>	<p>a. Each school reviews recertification renewal and includes technology proficiency. b. Assing staff groups as internal support system. c. Provide resources supporting technology integration in classrooms in an accessible location. d. Obtain and disseminate online resources. e. Review sample technology skills inventories.</p>	<p>Local staff will conduct most of the sessions as part of their job description. Consultants will be employed as necessary and will be compensated from local professional development funds.</p>	<p>The objective will be evaluated upon the staff member's successful completion and demonstration of technology proficiency. Separate evaluation instruments will be provided for group training sessions.</p>
<p>1.2 Insure that every teacher and /or staff member possesses a baseline competency of technology.</p>	<p>a. All new employees will participate in a district-delivered IT inservice.</p>	<p>a.Utilize group skills as internal support system.</p>	<p>Local staff will conduct IT inservice as part of their job responsibilities.</p>	<p>The objective will be evaluated upon the staff member's demonstration of a base level of technology competence.</p>

Goals and Objectives for Improving Services

Goal2: Maximize student learning through maximum available use of technology as a teaching tool to increase student engagement.

Objective	Strategies	Action Steps	Funding	Evaluation
2.1 Explore additional funding sources for technology resources within District 4.	Utilize multiple available funding sources so as to maximize available resources.	a. Identify needs. b. Explore other available funding sources. c. Prepare list for technology needs. d. Prioritize list.	Submit requests for E-Rate funding for pertinent items on the prioritized list.	Objective will be evaluated by consideration of additional funding sources obtained to enhance technology.
2.2 Develop and implement a 6-year replacement cycle and/or upgrade/overhaul for all workstations to guarantee performance and availability of current technology resources.	Maximize equipment use while maintaining current technology.	a.Sort inventory by year purchased. b. Develop progressive timeline for summer replacement/upgrade based on date purchased. Include replacement of CRT monitors and additional interactive whiteboards/projectors where needed. c. Include funding needs in master needs and consideration of additional funds from 1.1. d. Coordinate summer replacement with IT staff, building principal, and custodial crew.	Reference replacement timeline and include costs in additional funding request items from 1.1 above, including BAN and E-rate.	Objective will be evaluated during Technology Updates at Principal's meetings for successful replacement/upgrade according to timeline.
2.3 Review utilization and relevance to existing Curriculum Standards of all instructional	Maintain correlation with current curriculum standards and	a. Identify available resources. b. Schedule demonstrations of proposed products. c. Assess relevance of product and	Utilize alternative funding sources for instructional technology applications.	Curriculum Roundtable will evaluate products for purchase and for continued utilization of said resource.

software.	software.	specifications. d. Review student data for specific curricular needs. d. Consider cost and funding sources	Seek grant funds to fulfill anticipated needs.	
2.4 Complete the installation of wireless infrastructure	1. Provide for increased digital learning through 1-1 technology use by students 2. Include addition of student logins to facilitate data storage and acquisition.	a. School submits a plan indicating how they plan on using wireless network and proposed devices for meaningful instruction. b. Schedule device review to facilitate use. c. Submit RFP for wireless infrastructure and award contract. d. Acquire selected devices and incorporate into instruction as indicated in school plan.	Use BAN resources and possible state technology funds for devices.	Objective will be evaluated through availability of wireless infrastructure and utilization of devices. Logs of device use will be reviewed to ascertain utilization.
2.5 Maximize utilization of technology resources in computer labs through redesign if needed.	Provide appropriate staff, technology, and space and flexibility in scheduling to serve all students.	a. Assess room configuration for effective utilization of technology resources b. Contract with architect for possible modification to include all redesign aspects. c. Determine feasibility and ultimate impact upon redesign. d. Finalize plan for presentation to Board.	Use district Building Fund as warranted.	Objective will be evaluated through review of fiscal impact upon redesign and accompanying service to students.
2.6 Maintain current equipment to insure a functioning network.	1. Replace core switches to insure a functioning fiber optic Local Area Network. 2. Upgrade	a. Conduct inventory of core switches and installation date. b. Develop timeline for replacement of core switch at each school. c. Solicit bids/prices through state contract.	Solicity E-Rate funding for hardware costs. Utilize BAN funds as designated and in	Objective will be evaluated by functioning capability of switch(es), security camera coverage of school facilities and grounds, phone utilization, and

	<p>existing security systems at each site to include alarm system and security cameras.</p> <p>3. Upgrade or replace current VOIP phone system.</p> <p>4. Expand and consolidate existing file storage.</p> <p>5. Maintain firewall to support tiered filtering.</p>	<p>d. Assess security camera needs at each site for replacement, relocation, and/or addition.</p> <p>e. Develop timeline for replacement of analog cameras with digital cameras.</p> <p>f. Include consideration of wireless security cameras for athletic fields in overall plan.</p> <p>g. Review available alarm system and VOIP phone system replacements and contact vendors for demonstrations .</p> <p>h. Obtain bids through appropriate process.</p> <p>g. Review price and specs of SAN appliance and include in timeline for addition.</p> <p>h. Review expiration of Sophos UTM and consider renewal and or replacement.</p>	<p>accordance with timeline.</p>	<p>secure armed buildings as well as by records of data size and accessibility.</p>

Goal 3: Utilize technology to improve communication with district's stakeholders.

Objective	Strategies	Action Plan	Funding	Evaluation
1. Improve communication within the school, community, and world.	<p>1. Upgrade school websites to coordinate with district website.</p> <p>2. Maintain automatic communication with</p>	<p>a. Survey school administration regarding current website and future website needs.</p> <p>b. Coordinate rebuilding of</p>	<p>Local funds will be used to upgrade individual websites. Efforts will be maintained to incorporate revised website</p>	<p>Objective will be evaluated through review of visits to website and log reports of robo-calls received.</p>

	stakeholders through robo-call technology.	website with availability of Office 365. c. Annually review available robo-call technology and purchase	to maximize existing software.	
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Timeline

• Activity	• Due Date
• Staff Technology Proficiency	• Third Friday in August, Annually
• Expand Funding Possibilities	• February, 2015 and annually
• Workstation Replacement	• Summer Rotation every 6 years
• Software Review	• Spring, 2015 and annually
• Wireless Installation	• WMS & WHS Operational in 15-16
• Business/computer Lab Redesign	• Summer, 2017
• Core Switch Replacement	• Summer, 2015
• Camera Replacement/Relocation	• Summer, 2016
• Alarm System Replacement	• Summer, 2018
• VOIP Phone Replacement	• Summer, 2017
• Storage Expansion	• Summer, 2016
• Firewall Maintenance	• Ongoing
• Website Redevelopment	• Summer, 2015

Budget Summary

Item/ Activity	Cost Estimate	Funding Source
Staff Technology Proficiency	\$1000	Local
Expand Funding Possibilities	\$2000	Local
Workstation Replacement	\$100,000 annually	BAN
Software Review/Replacement	\$100,000 annually	Local, State, Federal
Wireless Installation	\$120,000	BAN
Business/computer Lab Redesign	\$50,000	Local, State

Core Switch Replacement	\$100,000	E-Rate
Camera Replacement/Relocation	\$100,000	BAN
Alarm System Replacement	\$200,000	BAN
VOIP Phone Replacement	\$100,000	BAN
Storage Expansion	\$100,000	Local
Firewall Maintenance	\$50,000	Local
Website Redevelopment	\$10,000	Local

Evaluation of Technology Plan

While the plan is monitored constantly, monthly meetings of major stake holders are held to evaluate the plan. Formal updates to the plan are made annually and a new plan is created every 3 years. The Assistant Superintendent is charged with updating the plan and insuring the appropriate staff fulfill the indicated timeline. The success of the plan will be determined through interview/survey of staff, patrons, other stakeholders and by measuring progress made towards the benchmarks, through observations, and through data review.

Several methods of assessing the effectiveness of the plan are employed by the district. Student performance data analysis, annual surveys, informal and formal interviews with district staff, and external agency audits comprise the methods comprise the program evaluation design for technology in the school district.

Attachment 1A--Technology Inventory-1

School	Room	Staff Computer	W	Phone	Access Point	Board	Projector	Student iPads	Teacher iPads	Laptop	Printer B&W	Printer Color	Windows 7	Windows 8	Office 13
WPS	101	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	102	1	0	1	1	0	0	0	0	0	1	0	1	0	1
WPS	103	1	0	1	1	0	0	0	0	0	1	0	1	0	1
WPS	201	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	202	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	203	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	204	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	301	0	0	1	1	0	0	0	0	0	0	0	0	0	0
WPS	302	0	0	0	1	0	0	0	0	0	0	0	0	0	0
WPS	303	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	304	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	305	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	306	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	307	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	308	1	30	1	1	0	0	0	0	0	1	0	31	0	31
WPS	310	1	0	1	0	0	0	0	0	0	0	0	1	0	1
WPS	Maintenance	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WPS	312	1	0	1	1	0	0	0	0	0	0	1	1	0	1
WPS	402	1	0	1	1	0	0	0	1	0	1	0	1	0	1
WPS	403	1	0	1	1	0	0	0	1	0	1	0	1	0	1
WPS	502	1	30	1	1	0	0	0	0	0	1	0	31	0	31
WPS	503	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	504	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	505	1	2	1	1	1	1	0	1	0	1	0	3	0	3
WPS	507	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	508	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	509	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	510	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	511	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	512	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	513	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	601	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	602	1	2	1	1	1	1	0	0	0	1	0	1	0	1
WPS	603	1	0	1	1	1	1	0	0	0	1	0	3	0	3
WPS	604	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	605	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	606	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	701	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	702	1	0	1	1	1	1	0	1	0	1	0	1	0	1
WPS	703	1	0	1	1	0	0	0	0	0	1	0	1	0	1
WPS	704	1	0	1	1	1	1	0	0	0	1	0	1	0	1

Attachment 1A--Technology Inventory-2

WPS		705	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS		706	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS		707	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS		708	1	0	1	1	0	0	0	1	0	1	0	1	0	1
WPS		709	0	0	1	1	0	0	0	0	0	0	0	0	0	0
WPS		710	1	0	1	1	1	1	0	1	0	1	0	1	0	1
WPS		711	1	0	1	1	0	0	0	0	0	0	1	1	0	1
WPS		712	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS		801	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS		802	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS		803	1	0	1	1	0	0	0	0	0	1	0	1	0	1
WPS		804	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS		805	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS		806	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS		807	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS		901	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS		902	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS		903	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS		904	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WPS	BA1		1	7	1	1	0	0	0	0	0	1	0	8	0	8
WPS	BA2		1	7	1	1	0	0	0	0	0	0	0	8	0	8
WPS	BA3		0	0	1	1	0	0	0	0	0	0	0	0	0	0
WPS	Cafeteria		4	0	2	2	0	0	0	0	0	2	0	4	0	4
WPS	Courtyard A		0	0	0	1	0	0	0	0	0	0	0	0	0	0
WPS	Courtyard B		0	0	0	1	0	0	0	0	0	0	0	0	0	0
WPS	Lobby		2	0	1	1	0	0	0	0	0	1	0	2	0	2
WPS	Media		3	9	2	2	1	1	185	0	1	2	1	12	0	12
WPS	Nurse		2	0	1	1	0	0	0	0	0	1	0	2	0	2
WPS	Principal		1	0	1	0	0	0	0	1	0	1	0	1	0	1
WPS	Reception		2	0	4	1	0	0	0	0	0	2	0	2	0	2
WPS	Sec		1	0	1	0	0	0	0	0	0	0	1	1	0	1
WPS	Activity Center		1	0	1	1	0	0	0	0	0	1	0	1	0	1
WES		1	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		2	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		3	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		4	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		5	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		6	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		7	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		8	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		9	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		10	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		11	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		12	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		13	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		14	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		15	1	0	1	1	1	1	0	0	0	1	0	1	0	1

Attachment 1A--Technology Inventory-3

WES		16	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		17	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		18	0	0	1	1	0	0	0	100	0	0	0	100	0	0
WES		19	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		20	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		21	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		22	1	0	1	1	0	0	0	0	0	1	0	1	0	1
WES		23	1	2	1	1	0	0	0	0	0	1	0	3	0	3
WES		24	1	0	1	1	0	0	0	0	0	1	0	1	0	1
WES		25	0	0	1	1	0	0	0	0	0	0	0	0	0	0
WES		26	1	0	1	1	0	0	0	0	0	1	0	1	0	1
WES		27	1	0	1	1	0	0	0	0	0	1	0	1	0	1
WES		28	1	8	1	1	1	1	0	0	0	1	0	9	0	9
WES		29	1	0	1	1	0	0	0	0	0	1	0	1	0	1
WES		30	1	0	1	1	0	0	0	0	0	1	0	1	0	1
WES		31	1	29	1	1	0	0	0	0	0	1	0	30	0	30
WES		32	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		33	1	29	1	1	0	0	0	0	0	0	1	30	0	30
WES		34	1	5	1	1	1	1	0	0	0	1	0	6	0	6
WES		35	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		36	1	29	1	1	0	0	0	0	0	0	0	30	0	30
WES		37	1	5	1	1	1	1	0	0	0	1	0	6	0	6
WES		38	1	5	1	1	1	1	0	0	0	1	0	6	0	6
WES		39	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		40	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		41	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		42	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES		43	1	0	1	1	1	1	0	0	0	1	0	1	0	1
WES	Cafeteria		3	0	2	2	0	0	0	0	0	2	0	3	0	3
WES	Nurse		1	0	1	0	0	0	0	0	0	1	0	1	0	1
WES	Guidance		1	0	1	0	0	0	0	0	0	1	0	1	0	1
WES	Media		2	0	1	2	1	1	60	0	10	2	1	2	10	2
WES	Reception		2	0	2	1	0	0	0	0	0	1	0	2	0	2
WES	Lobby		1	0	1	1	0	0	0	0	0	0	0	1	0	1
WES	Principal		1	0	1	0	0	0	0	1	0	0	1	1	0	1
WES	AssT. Principal		1	0	1	1	0	0	0	0	0	1	0	1	0	1
WES	AssT. Principal		1	0	1	1	0	0	0	1	0	0	1	1	0	1
WES	Secretary		1	0	1	0	0	0	0	0	0	0	1	1	0	1
WHS		101	1	5	1	0	1	1	0	1	0	1	0	6	0	6
WHS		102	1	5	1	0	1	1	30	1	0	1	0	6	0	6
WHS		103	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS	103A		1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		104	0	0	1	0	0	0	0	0	0	0	0	0	0	0
WHS		105	0	0	1	0	0	0	0	0	0	0	0	0	0	0
WHS		106	0	5	1	0	0	0	0	0	0	1	0	5	0	5
WHS		107	1	0	1	0	1	1	0	0	0	0	0	1	0	1
WHS		108	1	0	1	0	1	1	0	0	0	1	0	1	0	1

Attachment 1A--Technology Inventory-4

WHS		109	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		110	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		111	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		112	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		113	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		114	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		115	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS	115A		1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		116	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		117	1	5	1	0	1	1	0	0	0	1	0	6	0	6
WHS		201	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		202	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		203	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		204	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		205	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		206	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		207	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WHS		208	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		209	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		210	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		211	1	25	1	0	1	1	0	0	0	1	0	26	0	26
WHS		212	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		301	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		302	1	27	1	0	1	1	0	0	0	0	1	28	0	28
WHS		303	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		304	1	27	1	0	1	1	0	0	0	0	1	28	0	28
WHS		307	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		308	1	27	1	0	1	1	0	0	0	0	1	28	0	28
WHS		309	1	25	1	0	1	1	0	0	0	0	1	26	0	26
WHS		310	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		312	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		400	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		401	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		402	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		403	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		404	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS		405	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS	Art		1	0	1	0	0	0	0	0	0	1	0	1	0	1
WHS	Band		1	0	1	0	0	0	0	0	0	1	0	1	0	1
WHS	Media		4	27	3	0	1	1	30	0	1	2	1	31	0	31
WHS	G2		1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS	Pac Office		1	0	1	0	0	0	0	1	0	1	0	1	0	1
WHS	Pac Class		1	0	1	0	1	1	0	0	0	1	0	1	0	1
WHS	Pac Coach Offi		1	0	1	0	0	0	0	0	0	1	0	1	0	1
WHS	IT Lab		1	13	1	0	1	1	0	0	0	0	1	14	0	14
WHS	Lawson		1	0	1	0	0	0	0	0	0	1	0	1	0	1
WHS	Skinner		1	0	1	0	0	0	0	0	0	1	0	1	0	1

Attachment 1A--Technology Inventory-5

WHS	Gym	0	0	0	0	0	0	0	0	0	0	0	0	0	
WHS	Cafeteria	4	0	1	0	0	0	0	0	0	1	0	4	0	4
WHS	400 Office	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WHS	Asst. Prin 1	1	0	1	0	0	0	0	0	0	0	1	1	0	1
WHS	Asst. Prin 2	1	0	1	0	0	0	0	1	0	0	1	1	0	1
WHS	Principal	1	0	1	0	0	0	0	1	0	0	1	1	0	1
WHS	Guidance 1	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WHS	Guidance 2	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WHS	Guidance 3	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WHS	Lobby	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WHS	Reception	2	0	2	0	0	0	0	0	0	2	0	2	0	2
WHS	Accounting	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WHS	Attendance	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WHS	Maintenance	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WHS	SRO	1	0	1	0	0	0	0	0	0	0	1	1	0	1
WHS	Transportation	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WMS	101	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WMS	102	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WMS	103	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	104	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	105	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	106	1	5	1	0	1	1	0	0	0	1	0	6	0	6
WMS	107	1	5	1	0	1	1	0	0	0	1	0	6	0	6
WMS	108	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	109	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	110	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	111	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	112	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	201	1	28	1	0	0	0	0	0	0	1	0	29	0	29
WMS	202	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WMS	203	1	30	1	0	0	0	0	0	0	1	0	31	0	31
WMS	204	1	30	1	0	0	0	0	0	0	1	0	31	0	31
WMS	205	1	12	1	0	1	1	0	0	0	1	0	13	0	13
WMS	206	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	207	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	208	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	209	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	210	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	211	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	212	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	213	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	214	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	301	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	302	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	303	0	0	1	0	0	0	0	0	0	0	0	0	0	0
WMS	304	0	0	1	0	0	0	0	0	0	0	0	0	0	0
WMS	305	1	0	1	0	1	1	0	0	0	1	0	1	0	1

Attachment 1A--Technology Inventory-6

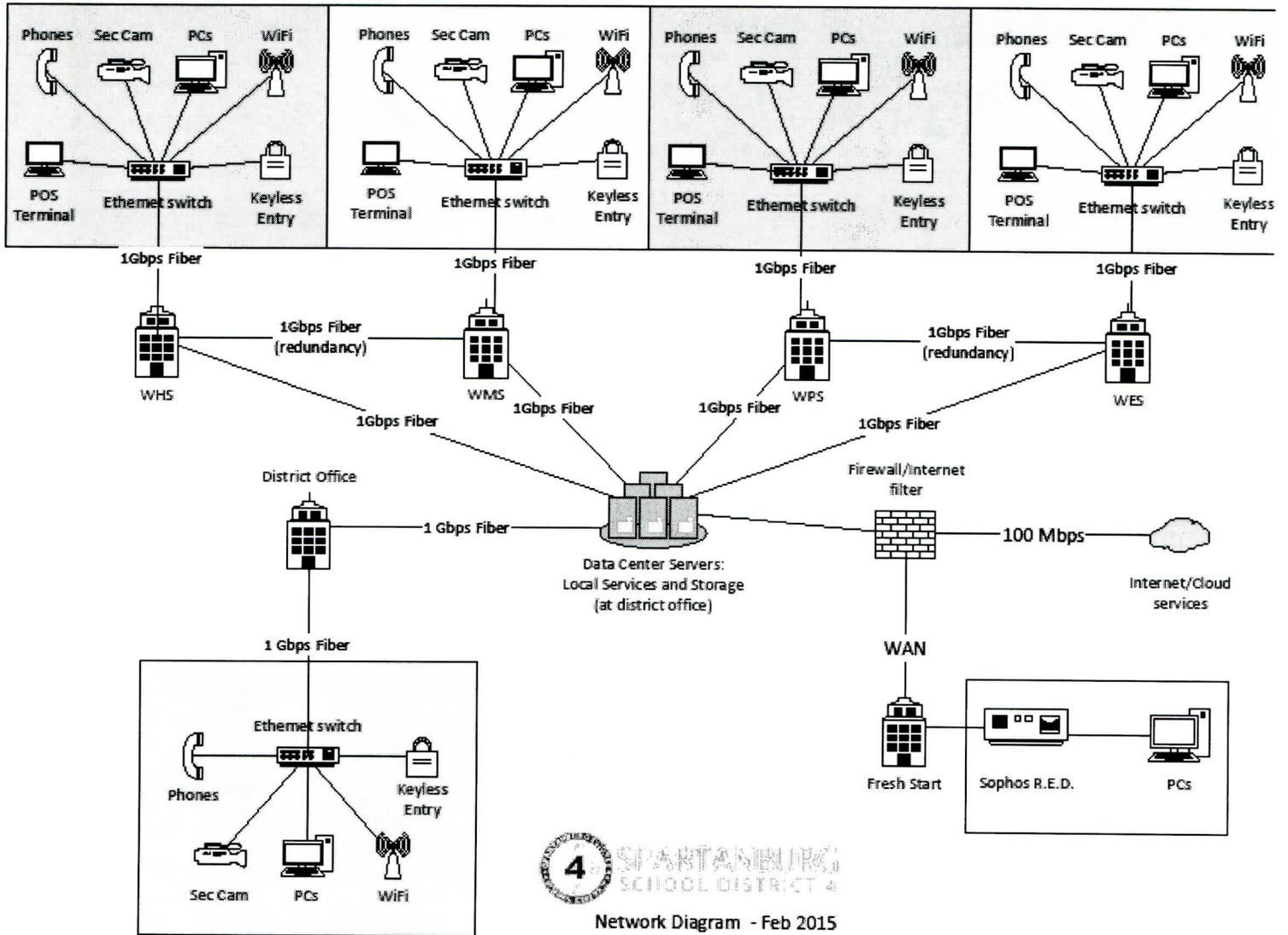
WMS	306	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	307	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	308	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	309	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	310	1	0	1	0	1	1	0	0	0	1	0	1	0	1
WMS	401	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WMS	402	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WMS	403	1	28	1	0	0	0	0	0	0	1	0	29	0	29
WMS	404	1	25	1	0	0	0	0	0	0	1	0	26	0	26
WMS	405	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WMS	406	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WMS	407	1	0	1	0	1	1	0	0	0	0	1	1	0	1
WMS	408	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WMS	409	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WMS	Cafeteria	4	0	1	0	0	0	0	0	0	1	0	4	0	4
WMS	Lobby	2	0	1	0	0	0	0	0	0	1	0	2	0	2
WMS	Guidance 1	1	0	1	0	0	0	0	0	0	1	0	1	0	1
WMS	Guidance 2	1	0	2	0	0	0	0	0	0	0	1	1	0	1
WMS	Maintenance	1	0	0	0	0	0	0	0	0	1	0	1	0	1
WMS	Reception	2	0	3	0	0	0	0	0	0	1	1	2	0	2
WMS	Principal	1	0	1	0	0	0	0	1	0	0	1	1	0	1
WMS	Asst. Princ 1	1	0	1	0	0	0	0	1	0	0	1	1	0	1
WMS	Asst. Princ 2	1	0	1	0	0	0	0	0	0	0	1	1	0	1
WMS	Office Work ro	0	0	1	0	0	0	0	0	0	0	0	0	0	0
WMS	Media	2	22	1	0	0	0	60	0	1	2	1	24	0	24
DO	ALL	19	0	21	0	0	0	0	7	2	15	4	19	0	19
BJW	All	1	28	0	0	0	0	0	0	0	1	0	29	0	29
Total		284	603	283	122	152	152	365	24	115	238	30	887	110	887

Attachment 1B: IT Skills Inventory

1B: Technology Staff Skills

Ability	Skill needed	Skill Available In-House?	Contracted additional tech support?
Technical Staff Skills			
PC Skills			
Install & Configure hardware		Martin and Hosack	
Load & update software		Martin and Hosack	
Troubleshoot & repair problems		Martin and Hosack	
LAN Skills			
Design Network		Martin and Hosack	ANC
Install & configure hardware		Martin and Hosack	
Load & update software		Martin and Hosack	
Troubleshoot & repair problems		Martin and Hosack	
WAN Skills			
Install & configure hardware		Martin and Hosack	ANC
Load & update software		Martin and Hosack	
Troubleshoot & repair problems		Martin and Hosack	ANC

Attachment 2: Network Diagram



Attachment 3: Internet Use Policy

Spartanburg School District Four

Technology Practices Agreement

Introduction

Spartanburg School District Four is pleased to be able to provide students access to technologies that enhance and enrich the educational process. Providing access to Internet resources, email capabilities, media centers with automated cataloging systems, satellite instructional television programming, and well-equipped keyboarding and curriculum labs helps facilitate the learning process.

Access to these forms of technologies is a privilege, not a right, and comes with expectations of appropriate actions and responsibility. The following guidelines have been developed to ensure that all technology is used appropriately.

Acceptable Use

Spartanburg District Four's goal in providing access to various technologies is to promote the teaching and learning process in our district. The purpose of utilizing technologies is to allow for an expanded opportunity to develop, practice, remediate and reinforce classroom skills. The use of technology in support of these educational objectives of the school district is the definition of acceptable use.

General Guidelines for Using Technologies

Students agree to:

1. Use technology equipment only with permission from a teacher
2. NOT deliberately tamper with, vandalize, destroy, or steal technology equipment.
3. NOT install any software to the network or to an individual computer.
4. NOT delete, alter, or willfully corrupt network programming.
5. NOT use technology programming or equipment for personal gain, for product advertisement, or for political lobbying.

Internet Access

The Internet or the World Wide Web is an electronic highway linking computers all over the world. The Internet provides instant access to a wealth of current information and educational materials and allows for worldwide communication.

Students agree to:

1. Use the resources for legitimate educational purposes.

2. NOT use the computer to view or download obscene or other inappropriate materials.
3. NOT download files, images, or text to a printer, floppy disk, or hard drive without the permission of the supervising teacher.
4. Use only the software provided by the district for Internet access.
5. Keep private any personal information about themselves or friends, such as name, address, or telephone number.
6. Correspond on Internet only with the direct supervision of a teacher and only by using a generic email address provided by the teacher.
7. Be polite in all communications, and use no abusive, profane, vulgar, or other inappropriate language.

Penalties for Improper Use

The use of all technologies in Spartanburg District Four is a privilege, not a right. Failure to follow the guidelines listed in this agreement could result in these privileges being denied.

Disobeying the *Technology Practices Agreement* rules and guidelines carries the same consequences for misconduct which are set forth in the Student Handbook. Refer to your Student Handbook for the specific consequences.

Attachment 4: Supporting Documentation: Use of Technology Resources in Instruction-IJNDB

USE OF TECHNOLOGY RESOURCES IN INSTRUCTION

Code **IJNDB** Revised **6/4/12**

Purpose: To establish the board's vision and the basic structure for providing technology resources in instruction.

The Internet can provide a vast collection of educational resources for students and employees. It is a global network that makes it impossible to control all available information. Because information appears, disappears and changes constantly, it is not possible to predict or control what students may locate. The school district makes no guarantees as to the accuracy of information received on the Internet. Although students will be under teacher supervision while on the network, it is not possible to constantly monitor individual students and what they are accessing on the network. Some students might encounter information that is not of educational value.

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. In addition, the report must also be provided to the Assistant Superintendent or Superintendent. Disciplinary procedures will be applied as with any other potential criminal behavior.

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.

Unauthorized access and dissemination of electronic content

Students and staff are prohibited from unauthorized access to online content. Unauthorized electronic dissemination of personal content regarding minors is prohibited.

Measures to restrict access to harmful material

The district will implement the use of electronic screening and blocking technology to restrict harmful online content. In addition, staff supervising students will be vigilant in restricting potentially harmful online content.

Adopted 6/1/98; Revised 6/4/12

Legal references:

- A. Federal Law:
 - a. 47 USC Section 254(h) – Children’s Internet Protection Act.
 - b. The Digital Millennium Copyright Act of 1998, Section 512 – Limitations on liability relating to material online.
- B. South Carolina Code of Laws 1976, as amended:
 - a. Section 10-1-205 – Computers in public libraries; regulation of Internet access.
 - b. Section 16-3-850 – Encountering child pornography while processing film or working on a computer.
 - c. Section 16-15-305 – Disseminating, procuring or promoting obscenity unlawful; definitions; penalties; obscene material designated contraband.
 - d. Section 59-19-90 – General powers and duties of school trustees.
- C. Court cases:
 - a. Purdham v. Fairfax Co. Sch. Bd., 637 F.3d 421, 427 (4th Cir. 2011).

Attachment 5: Sign-In Service Office 365 Permission Form
Sign-In Service Office 365 Permission Form
Spartanburg School District Four

Spartanburg School District Four has the ability to create accounts for all students to allow for collaborative sharing using Office 365. These accounts must be used **for school-related projects only**. The rules governing proper electronic communications by students are included in the Acceptable and Ethical Use of Technology Resources Policy. Once accounts are assigned, students gain access to the wealth of collaborative tools available through Office 365. This account is housed on Microsoft servers, thereby giving users access to Office 365 Web apps (Word, Excel, PowerPoint, and OneNote), instant messaging, email, calendar, and possibly website authoring tools. This will allow users to collaborate and share information with teachers and other students.

Users will be assigned a **spartanburg4.org user email account**. This account will be considered the user's official District email address until such time as the user is no longer enrolled in the District. A naming convention has been established with priorities to avoid duplication. **All student users must have parental approval for an account.**

Use of obscene, profane, threatening, or disrespectful language is prohibited and is a violation of school and district discipline and conduct policy. Such violations may result in referral to law enforcement and prosecution, suspension, change of placement, or other appropriate school discipline for students. Communication with others should always be school/subject/course related. Users should never say anything via email that they wouldn't say in a face-to-face conversation, wouldn't mind seeing on the school bulletin board or in the local newspaper. Users should notify teachers and/or administrators of any inappropriate use or email that is inappropriate. **Cyber bullying will not be tolerated**, and individual privacy should be respected at all times.

Access to Office 365 for Education is considered a **privilege, not a right** and is afforded at the discretion of the District which reserves the right to immediately terminate the account when there is reason to believe that violations of District Policies have occurred. In such cases, the alleged violation will be investigated by administrators and/or law enforcement and additional penalties will be enforced in accordance with district policy including prosecution, suspension, change of placement, expulsion, suspension or other school discipline.

The District cannot and does not guarantee the security of electronic files located on the Microsoft Office 365 systems. Although Office 365 does have a powerful content filters in place, the District cannot assure that users will not be exposed to non-educational material.

The District reserves the right at any time to access and review content of the computer including but not limited to the content in Office 365 systems such as OneDrive, chat sessions via Lync, school provided email, and documents posted to the districts internal sites while simultaneously complying with all state and federal privacy laws.

As with any educational endeavor, a strong partnership with families is essential to a successful experience. All student users are required to have a parent or guardian approval before an account may be established. The following information must be completed for permission to provide the Office 365 account and may be revoked through written request to the school principal.

Student Name: _____ **School:** _____
(Please print) Last Name First Name MI
Grade: _____ **Date of Birth:** _____ **Date Submitted:** _____

Certification

This Technology Plan has been reviewed and submitted on behalf of Spartanburg School District Four.

Signatures:

Project Director: Karen E. Neal

Date: 3/13/2015

Superintendent: [Signature]

Title: Superintendent

Date: 3-13-15

FOR USE BY THE SOUTH CAROLINA STATE SCHOOL DISTRICT OR LIBRARY

This plan has been reviewed and certified by the South Carolina State School District or Library. This certification will be effective for the term of this plan, but not to exceed three years.

Approved by the SC State School District or Library:

Date: _____

This certification expires: _____