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**Cooper City High School Technology Plan 2016**

# Technology Mission

Cooper City High School has established a Tradition of Excellence. We are committed to utilizing technology to improve learning and teaching by:

* enabling learning for all — any time, any place
* providing information technology resources that are current and sustainable in order to facilitate high quality instruction and student achievement
* guiding students in gathering, analyzing, and synthesizing information
* supporting students in acquiring and applying core knowledge and critical- thinking skills that are essential in an information age.
* assisting students in communicating effectively in a wide variety of forms and contexts for a wide range of purposes using multiple media and technologies.

# Technology Policies

Technology Acceptable Use Policy is outlined in the Broward County Student Code of Conduct Book and in School Board of Broward County Policy 5306.

**Acceptable use of Computer Network and Online Telecommunications**

Individuals who use District-owned or leased technology, applications, networks, or telecommunications infrastructure and systems agree to abide by the terms and tenets of this policy. The School Board of Broward County does not warrant network or telecommunications functionality or accuracy of information, nor does it warrant the effectiveness of Internet filtering. No expectation of privacy is created or intended to be created by this Policy. Users of systems, networks, and telecommunications systems must recognize that all content created or stored utilizing District technology may be subject to monitoring for compliance with School Board policies and applicable laws.

Goals for Technology use and Internet Safety

1. Prevent user access over its computer and telecommunications network(s) to, or transmission of, inappropriate material via Internet, electronic mail, instant messaging systems, social networks, or other forms of direct electronic communications;
2. Prevent unauthorized access or other unlawful online activity including, but not limited to, the “hacking” of systems within and outside of the District’s enterprise;
3. Prevent unauthorized online disclosure, use, alteration, or dissemination of personally identifiable information of students or confidential information of staff;
4. Comply with the Children’s Internet Protection Act (CIPA); the Neighborhood Children’s Internet Protection Act (NCIPA); the Protecting Children in the 21st Century Act, the Public Records Act (Florida Statute Section 119), and all applicable laws;
5. Prevent the use of its computer and telecommunications network(s) for the purpose of harassment, unlawful discrimination, cyberbullying, cyberstalking and other unlawful activities
6. Protect students and staff from inappropriate (as defined in 8h), unlawful or unauthorized communications from individuals, including School Board employees.

Rules

1. All use of telecommunication services and networks provided by the District or used in any of its schools or departments shall be consistent with Federal laws, Florida laws, the Florida Department of Education “Code of Ethics of the Education Profession in Florida” (Rule 6B-1), and the “Code of Ethics for Computer, Network and On-line Telecommunications Users” (see next section).
2. Successful participation in a network requires that its users regard it as a shared resource and that members conduct themselves in a responsible, safe, ethical, and legal manner while using the network and all accessible applications and digital resources.
3. Staff and students who are exchanging communication with others inside and outside the District are representing The School Board of Broward County, Florida, and should conduct themselves appropriately.
4. Technology owned or leased by the School Board shall not be used for advertising or otherwise communicating or promoting the interests of any commercial, religious, political or other non-district agency or organization except as permitted through board approved agreements, School Board policies, state statutes, or federal laws.
5. Anyone using personally owned technology devices and/or telecommunications services on property owned by the School Board of Broward County must do so in accordance with the terms and tenets of this policy and the published “Personally Owned Device Guidelines”. The latest version of the “Personally Owned Guidelines” will be posted on http://web.broward.k12.fl.us/techstandards.
6. To implement the Acceptable Use Provision of this policy, it is necessary that all users read and acknowledge in writing that they understand their obligations and willingness to comply with the "Code of Ethics for Computer Network and Online Telecommunications Users" (see below).
7. Student use of technology shall be consistent with the provisions and tenets of this policy and the “Student Code of Conduct”.
8. Use of technology shall be consistent with the tenets and provisions of the District’s “Social Media Use Guidelines” and the “Web-Publishing Guidelines”.

Code of Ethics for Computer Network and Online Telecommunications Users

All users are expected to read and understand the following privileges, rights, and responsibilities when using the network(s) or telecommunications equipment or systems of Broward County public schools.

1. Use of computer network and/or online telecommunications is a privilege and must support teaching, learning, and research.
2. Students, parents, faculty, and staff in Broward County Public Schools will have access to web-based educational resources in compliance with local, state and federal laws.
3. Authorized users shall be ultimately responsible for all activity under their account and password. Accounts shall be used only by the authorized user and only for the purposes specified.
4. Use of an identity or password other than the user's own is prohibited.
5. All network users shall adhere to the rules of copyright regarding software, information, and the attribution of authorship. Posting or re-posting any content or material protected by copyright or other intellectual property laws without the author's permission and/or without proper attribution is prohibited.
6. Any use of telecommunication services or networks for illegal, inappropriate, obscene, or pornographic purposes shall be prohibited.
7. The use of the District Technology is provided to assist employees in the efficient delivery of public services to the community. Accordingly, the District Technology must be used for purposes consistent with the District's mission and policies.
8. Use of School Board technology for or engaging in offensive or inflammatory speech, profanity, or obscene language shall be prohibited.
9. Hate mail, harassment, discriminatory remarks, and other antisocial behaviors shall be prohibited.
10. Users shall not intentionally spread computer viruses, vandalize the data, infiltrate systems, damage hardware or software, or in any way degrade, interfere or disrupt the use of the network, applications or telecommunications systems, or those belonging to external entities.
11. Attempts to interfere, degrade or disrupt system performance will be subject to disciplinary action and/or may be viewed as criminal activity in accordance with applicable state and federal law and, if so, will be reported to law enforcement agencies.
12. Files, documents, materials, and records generated by District employees using School Board of Broward County property, equipment, facilities, and/or systems are the property of the School Board of Broward County and may be accessed at any time by appropriate authorized system personnel.
13. Records, as defined in Florida Statute Section 119.011(12), generated by District employees using School Board of Broward County property and made or received in connection with the transaction of official business of the School Board (including emails and text messages) must be retained and maintained as public records in compliance with State Law and Board Policy. All business-related email correspondence must utilize the District’s email system. Text messaging is permitted solely for the purpose of exchanging transitory messages.
14. All e-mails created by District employees using School Board of Broward County property must be in compliance with the District’s E-Mail Guidelines, which can be found at www.//web.broward.k12.fl.us/techstandards.
15. Equipment, networks or systems owned and/or operated by the School Board of Broward County may not be used for the purpose, intended or otherwise, of harassment, “cyberbullying”,“cyberstalking” or Dating Violence or Abuse.

# Technology Assessments

The state of technology is in a state of flux at Cooper City High. We have experienced staffing changes, 85% of our Building has undergone new construction and we’ve has an influx of a variety of technologies. We used the following surveys to gather data on our technology needs.

* The **Florida Innovates Survey** is a state survey that solicits responses from K-12 principals and technology coordinators about how technology is used in schools, technology planning, infrastructure, and available equipment.
* **Cooper City High School Teacher Assessment** was created by Cooper City High School for the 2014- 2015 school year to access teacher hardware and training needs.
* **Cooper City High Technology Committee** was created in this year for input on classroom usage, student needs, teacher training, technology purchases, and classroom integration.

# Current State of Technology

* School Website: <http://www.coopercityhigh.net>
* Internet Service Provider- District Wide Area Network
* Physical Network Connection- Dedicated Fiber
* Site wide wireless connectivity
* We currently have 342 Desktops and 725 laptops that meet State Standards
  + All teachers have laptops
  + 21 Wireless laptop carts for instruction and testing
    - 3 carts of 25 laptops currently dedicated for use with English Language Arts
    - 1 cart of 30 laptops used for AP Capstone
    - 1 cart of 30 used as a Math for Algebra I, Geometry, & Algebra II
    - 1 cart of 30 used for Virtual Learning Lab
    - 1 cart of 30 used for Visual Arts program
    - 1 cart of 30 used for Guidance
    - 1 cart of 30 for SVE students
    - 1 cart of 25 used in Automotive Tech Program ( Career Technical)
    - 1 cart of 25 used in Early Childhood program ( Career Technical)
    - 10 carts for classroom use
  + 7 Computer labs
    - Engineering Lab ( Career Technical)
    - Business Lab ( Career Technical)
    - Fashion/ Business Lab ( Career Technical)
    - Television Production
    - Classroom Teacher Lab
    - Computer Programming
    - Media Center
* 80 Digital Classrooms
  + Ceiling mounted LCD projector
  + Audio
  + Interactive White Board
  + Document Cameras
  + DVD/ VCR
* 40 Nooks utilized in Reading and SVE classrooms

# State of teacher use

* All teachers use an online gradebook (Excelsior Pinnacle) for attendance and grades
* All teachers use email, email conferences and email groups
* All teachers use productivity tools such as Microsoft Word, Excel, and PowerPoint
* All teachers have access to Google classroom, approximately 27% of the teachers are actively using it.
* Some teachers feel they need more training in the use of Digital classrooms and technology resources.

# Current/ Future Technology Projects

* Online profession development using [teachertech.weebly.com](file:///C:\Users\P00009301\Desktop\2014-2015\SAC\CCHS%20Technology%20Plan\teachertech.weebly.com)
* Integration of Microsoft 365 with the migration of email from First Class to Outlook
* Integration of Microsoft’s OneNote into the classroom
* Investigation of digital books for English Language Arts class sets and Library Media resources. We would like to proceed in this direction but are awaiting SBBC direction to determine the fiscal accountability.
* Surplus of antiquated or broken technology