

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 8.4

Meeting Date: August 11, 2022

Subject: Employee Conference/First Reading (**Action Anticipated:**)

- Conference/Action**
- Action**
- Public Hearing**

Division: Technology Services

Recommendation: Approve revisions to Board Policy 4040

Background/Rationale: Technological resources should be used in a safe and responsible manner in support of the instructional program and for the advancement of student learning. Further, technological resources enhance employee performance by offering effective tools to assist in providing a quality instructional program; facilitating communications with parents/guardians, students, and the community; supporting district and school operations; and improving access to an exchange of information.

In order to ensure the appropriate use of technology revisions are necessary. No prior updates to the Board Policy have occurred since 2002. Such updates include language in the CSBA Gamut model policies.

Documents Attached:

1. Executive Summary
2. BP 4040

<p><u>Estimated Time of Presentation:</u> 5 Minutes <u>Submitted by:</u> Bob Lyons, Chief Information Officer <u>Approved by:</u> Jorge A. Aguilar, Superintendent</p>

Board of Education Executive Summary

Technology Services

Revision to Board Policy (BP) 4040 Employee Use of Technology

August 11, 2022



I. Overview/History of Department or Program

Technological resources should be used in a safe and responsible manner in support of the instructional program and for the advancement of student learning. Further, technological resources enhance employee performance by offering effective tools to assist in providing a quality instructional program; facilitating communications with parents/guardians, students, and the community; supporting district and school operations; and improving access to an exchange of information.

The current version of Board Policy 4040s last revised in 2002. The proposed revision to the policy is based on the updates provided by the California School Boards Association. (CSBA)

The revised board policy includes provisions defining technology and notifying employees of the District's monitoring the usage of such technology.

II. Driving Governance:

California Education Code section 51006 provides in relevant part that the Legislature finds that the increasing integration of computers and computer technology into our economy has profound implications for our society, and equally important implications for state educational policy."

California's Penal Code sections 502, 632, and 653.2 pertains to computer crimes, eavesdropping on or recording confidential communications, and electronic communication devices.

III. Budget:

The proposed policy is intended to address District employees' use of technology. There is no direct budget impact from the revisions to this policy.

IV. Goals, Objectives and Measures:

Pursuant to the District's CAP Goals, this Board Policy meets "Operational Excellence. The goal is to ensure that District technology is used in a safe and responsible manner for the advances of student learning and supporting District and school operations.

V. Major Initiatives:

This Board Policy is critical to improve access to an exchange of information and establish regulations to use technology.

VI. Results:

Approval of revision to Board Policy 4040. Ensure compliance with state and federal law.

Board of Education Executive Summary

Technology Services

Revision to Board Policy (BP) 4070 Employee Use of Technology

August 11, 2022



VII. Lessons Learned/Next Steps:

Adoption of revised Board Policy concerning employee use of technology information and correspondences concerning this matter have previously been shared with the District. Further updates will be provided as necessary.

Policy 4040: Employee Use Of Technology

Status: ADOPTED

Original Adopted Date: 07/01/2001| Last Revised Date07/01/2015| Last Reviewed Date07/01/2015

The Governing Board recognizes that

~~(cf. 4118-Suspension/Disciplinary Action)~~

~~(cf. 4218-Dismissal/Suspension/Disciplinary Action)~~

~~The Superintendent or designee may establish guidelines and limits on the use of technological resources. He/she shall ensure that all district technology. Upon employment and whenever significant changes are made to the district's Acceptable Use Agreement, employees using these resources receive copies of related policies, regulations and guidelines. Employees shall be able to be required to acknowledge in writing that they have read and understood these policies, regulations and guidelines.~~

~~(cf. 4112.9/4212.9/4312.9Employee Notifications)~~

~~In the event agreed to the Acceptable Use Agreement.~~

~~Employees shall not use district technology to access, post, submit, publish, or display harmful or inappropriate matter that is threatening, illegal, obscene, disruptive, sexually explicit, discriminatory or unethical or that promotes any activity prohibited by law, Board policy, or administrative regulations.~~

~~Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code 313)~~

Pen. Code 632	Eavesdropping on or recording confidential communications
Veh. Code 23123	Wirelesstelephones in vehicles
Veh. Code 23123.5	Mobile communication devices; text messaging while driving
Veh. Code 23125	Wireless telephones in school buses
Federal	Description
20 USC 7107122	Student Support and Academic Enrichment Grants
20 USC 7131	Internet Safety
47 CFR 54.520	Internet safety policy and technology protection measures discounts
Management Resources	Description
Court Decision	City of Ontario v. Quon et al. (2010) 000 U.S.-1832
Court Decision	City of San Jose v. Superior Court (2017) 2 Cal.5th 608
Website	Federal BT Tm ()Tj ET EMv02 Tw 11.04 0 0 11.04 273MeFe

4113.5	Working Remotely
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.1	Civil And Legal Rights
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.21	Professional Standards
4119.21E PDF(1)	Professional Standards
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees
4131	Staff Development
4132	Publication Or Creation Of Materials
4136	Nonschool Employment
4213.5	Working Remotely
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.1	Civil And Legal Rights
4219.11	Sexual Harassment
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4219.21	Professional Standards
4219.21E PDF(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4231	

4319.25	<u>Political Activities Of Employees</u>
4331	<u>Staff Development</u>
4332	<u>Publication or Creation of Materials</u>
4336	<u>Nonschool Employment</u>
5125	<u>Student Records</u>
5125	<u>Student Records</u>
5125.1	<u>Release Of Directory Information</u>
5125.1	<u>Release Of Directory Information</u>
5125.1E PDF(1)	<u>Release Of Directory Information</u>
6116	<u>Classroom Interruptions</u>
6162.6	<u>Use Of Copyrighted Materials</u>
6162.6	