

## BUSINESS 3511

### EDUCATIONAL TECHNOLOGY MAINTENANCE POLICY

The Manchester Board of Education believes that the condition of educational technology in the district is central to meeting the district's responsibility to provide the educational tools for all aspects of learning, communication, and the organization and management of student data. Therefore, the Board of Education shall provide to students and staff an atmosphere supported by appropriate hardware, software, infrastructure and connectivity in order to provide an environment that is globally-connected, dynamic, relevant, interactive, exploratory, creative and conducive to learning.

The Superintendent, in cooperation with the Assistant to the Superintendent for Finance and Management and the Supervisor of Educational Technology, shall create a three-year Districtwide Technology Plan including a schedule for the acquisition and replacement of hardware and software. A summary of the plan will be presented to the Personnel/Finance and Negotiations Committee during the budget process on or about January 1 of each school year and, if necessary, to the Board of Education during the regularly scheduled first meeting in March of each school year. It is recognized that the plan is subject to review and modification based upon the needs of the school district.

Changing the funding guidelines will require a 2/3 vote of the Board of Education.

Oversight of this policy will be in the realm of the Personnel/Finance and Negotiations Committee and the Board of Education. Reports relative to the acquisition and replacement of hardware and software will be shared quarterly with the Personnel/Finance and Negotiations Committee and annually with the Board of Education.

Accountability: Superintendent, Assistant to the Superintendent for Finance and Management, Supervisor for Educational Technology, and Principals.

Adopted: December 18, 2006

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## Administrative Guidelines

The minimum funding levels for the purchase of hardware, software, infrastructure and connectivity will be equal to .5% of the total local School Budget approved by the Board of Directors (excluding grants).

The Manchester Board of Education shall set forth a budget that will support a five-year cycle of acquisition and replacement. Educational technology purchases will include, but not be limited to any expenditures for the purchase and installation, including all ancillary expenses for delivery, etc., of new, permanent educational technology, replacement or upgrade to an existing permanent educational technology system having a useful life of at least one year, and which extends the life and/or expands the utility of the system.

Funds for the purchase of hardware, software, infrastructure and connectivity are to be allocated as outlined in the District Technology Plan and approved by the District Technology Committee.

No transfers out of any educational technology accounts will be approved without a 2/3 vote of the Board of Education.

Additional funds may be added to the Educational Technology line items as approved by a majority vote of the Manchester Board of Education.

### References:

Manchester Public Schools Technology Plan V (2004-2007)

Acquisition and Replacement Plan (2006)

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