

Technology & Instructional Materials

Code No. 605.4

The Board of Directors recognizes the importance of balancing technology use with the prioritization of direct instruction, hands-on learning, collaborative experiences, reading, writing, discussion, and physical activity. It is the policy of the District that instructional technology shall support—not supplant—high-quality teaching and foundational learning experiences.

Student instructional technology standards do not apply to students enrolled in an online learning program operating pursuant to Iowa Code section 256.43.

Definitions

For purposes of this policy:

- Digital instruction means lessons, assignments, assessments, or instructional activities delivered through instructional technology.
- Instructional technology means a laptop, tablet, computer, smart device, software platform, or similar device or platform used for student learning.
- One-to-one digital device program means a program through which each student is assigned or provided an individual digital device for instructional use.

Daily Digital Instruction Limits

For students enrolled in kindergarten through grade five, digital instruction shall not exceed 60 minutes per school day, except as provided in Section IV of this policy.

District administrators shall establish building procedures for monitoring and implementing these daily limits while maintaining flexibility to meet instructional needs.

Exceptions

The following activities do not count toward the daily digital instruction limit:

- Instruction or services required by a student's Individualized Education Program (IEP).
- Instruction or services required under a Section 504 Plan.
- Assistive or adaptive technology necessary to provide access to instruction or assessments.
- Teacher-directed demonstrations using a projector, interactive display, smart board, or similar technology when students are not individually operating a digital device.
- State assessments.
- Universal screening.
- Progress monitoring.
- Local diagnostic assessments requiring student use of digital devices.
- Dedicated computer science or technology curriculum.
- Provision of instruction over the internet to meet the minimum school calendar requirements.

Instructional Expectations

Instructional technology shall be used only when it possesses an evidence-base, enhances student learning and aligns with district curriculum and instructional goals.

Parent Requests

Parents or guardians may request that the District further reduce their child's digital instruction below the established district limits.

Requests shall be submitted to the building principal and will be reviewed collaboratively with the classroom teacher to determine reasonable accommodations while ensuring students continue to receive required instruction and assessments.

Recess

Students in grades kindergarten through five shall not use digital devices during recess except when required

by an IEP, Section 504 Plan, or documented medical necessity.

One-to-One Digital Device Programs

Prior to adopting or renewing a one-to-one digital device program, the Board shall review a Technology Adoption Checklist documenting consideration of:

- The instructional purpose of the device.
- Age appropriateness of the device and associated software.
- Content filtering limitations and the District's ability to mitigate those limitations.
- Student data privacy practices, including what information is collected, stored, and shared.

The completed checklist shall be maintained by the District and made available to the Iowa Department of Education upon request.

Communication

This policy shall be published annually on each elementary school's website and included in appropriate student and parent handbooks.

Building principals shall communicate implementation expectations to instructional staff annually.

Administrative Regulations

The Superintendent or designee is authorized to develop administrative procedures necessary to implement this policy, including:

- Building schedules and classroom expectations;
- Procedures for monitoring digital instruction time;
- Guidance regarding instructional technology use;
- Parent request procedures;
- Documentation for one-to-one device programs; and
- Professional learning for staff regarding developmentally appropriate technology use.

Review

The Board shall review this policy periodically and revise it as necessary to ensure compliance with state law and to reflect best practices regarding the effective use of instructional technology that positively impacts student achievement, growth, and learning.

Adopted: 11/15/1999
Reviewed: 08/10/2026
Revised: 08/10/2026