



# KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

## ADMINISTRATIVE REGULATION

**Regulation Name: Information/Instructional Technology Plan** **Regulation Code: BA-1.4.1**

**Section: Business and Administrative Service** **Policy Code Reference: BA-1.4**

Established: June 12, 2000

Revised or

Reviewed: October 29, 2009; January 20, 2014; May 21, 2024

---

### 1. OBJECTIVE

The Information/Instructional Technology Plans defines the Board's technology direction. The document looks at all aspects of technology throughout the system and, once written and approved, is reviewed on a regular basis. After a review has taken place, new initiatives consistent with the plan are put forward in time for implementation commencing in the following school year.

### 2. DEFINITIONS

**Board**

The corporate Board which maintains the daily operation of the system; Kawartha Pine Ridge District School Board; a reference specifically pertaining to Kawartha Pine Ridge District School Board as a legal entity; also referred to as KPR or KPRDSB.

**Board of Trustees**

The elected governance branch of the Board.

**Employees**

All KPR staff members and management personnel, including occasional, temporary and full-time staff.

**Information/Instructional Technology Plan**

A plan that outlines an organization's approach to using technology to achieve its long-term goals and objectives. It serves as a roadmap for aligning technology investments with business and educational goals and helps guide decision-making around Information/Instructional Technology initiatives and projects.

### 3. APPLICATION

This administrative regulation applies to all employees of the Board who are involved in the development, implementation, evaluation and review of the Information/Instructional Technology Plan, as well as to any stakeholders who may be consulted or affected by such plan.

**4. RESPONSIBILITY**

- 4.1 The Director of Education is responsible to allocate staff and resources to support this policy and associated administrative regulations.
- 4.2 The Executive Officer, Information and Communications Technology, or designate, is responsible to keep the Information/Instructional Technology Plan current, keep the Board of Trustees informed with regards to its progress, and periodically present recommendations to the Board of Trustees to meet the current needs of the system as it pertains to technology.

**5. PROCEDURE**

The Information/Instructional Technology Plans shall be produced in partnership with Teaching and Learning and be inclusive of teacher, student and community voice.

The Information/Instructional Technology Plans will focus on the following key areas:

- Equitable Access
- Enterprise Systems
- Data Management and Security
- Communication
- Digital Leadership
- New and Innovative Technology

**6. RELATED POLICIES, ADMINISTRATIVE REGULATIONS OR PROCEDURAL DOCUMENTS**

Board Policies:

[BA-1.4, Information and Communications Technology](#)

Administrative Regulations:

[BA-1.4.2, Telecommunication Services](#)

[BA-1.4.3, Technology Standards](#)

[BA-1.4.6, Staff Cell Phone Acceptable Use](#)

**7. REFERENCE DOCUMENTS**

Legislation:

[Accessibility for Ontarians with Disabilities Act](#)

[Education Act](#)

[Human Rights Code](#)

[Municipal Freedom of Information and Protection of Privacy Act](#)

[Personal Health Information Protection Act](#)

[Personal Information Protection and Electronic Documents Act](#)

Other Documents:

[Growing Success: Assessment, Evaluation and Reporting in Ontario's Schools,  
Kindergarten to Grade 12](#)  
[Ontario Curriculum and Resources](#)