



Southeast Polk Student Instructional Technology Use (Grades K-5)

This guidance document is intended to support the district's adherence to Southeast Polk's Board Policy 605.04 Technology and Instructional Materials and implementing Iowa Code Section 279.89 (as enacted by 2026 Iowa Acts, House File 2676)

I. Purpose

At Southeast Polk, our mission is to “Engage all students in learning a challenging curriculum delivered through quality instruction.” Our vision is to prepare students for college, career, and civic life. No matter the route the students take, technology will likely play a role in their future. The district believes that to adequately prepare modern learners for the future, advances in technology should first be taught, modeled, explored and appropriately applied within the educational environment. Pairing sound human judgment with technology usage allows students to develop critical thinking that promotes future success in both the workforce and life beyond.

Educational Technology serves to support and enhance instructional practices and learning and should support - not supplant - high-quality teaching and foundational learning experiences.

II. 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 devices, software platform, or similar device or platform used for students 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.



III. Daily Digital Instruction Limits & Expectations

At Southeast Polk elementary schools, student use of one-to-one digital devices for instruction in the classroom will not exceed 60 minutes per day. Classroom teachers will track the types of digital learning students engage in with a focus on how the technology enhances student learning and aligns with district curriculum and instructional goals.

Digital devices can be utilized in limited ways during the extended core/specials of art, music, band, PE, counseling or library. If extended core/specials teachers plan to include student chromebooks in their instruction, they must coordinate with classroom teachers to ensure the use of the device does not exceed 60 minutes for the day.

Students will not use their chromebooks during these times:

- Time designated for indoor recess, outdoor recess, and physical activity except when required by an IEP, Section 504 Plan, or documented medical necessity.
- Intervention, Enrichment or Extension time (MTSS, Title 1 Math or Reading support)

IV. Exceptions

The following types of digital instruction are *exempt from* the student's 60 minutes per day 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 that use the CleverTouch, projector, or similar display device when students are not individually operating a digital device.
- State assessments, screenings, progress monitoring, and local diagnostic assessments that require one-to-one digital devices
 - ISASP testing
 - FAST
 - aReading
 - i-Ready Inform (diagnostic screener)
 - Science BOY, MOY, EOY diagnostic benchmark assessments
 - Unit Assessments
 - CFA's (grade level team-designed at the building level)
- Computer Science or Technology curriculum
 - CS integrated lessons (see Cross-Curricular Pacing Guide)



- Typing Club
- AI Literacy Lessons
- Digital Citizenship/Literacy Lessons

V. Parent Requests

Parents or guardians may request additional reductions in their K-5 child's digital instruction by contacting their child's building principal.

VI. 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.

VII. 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.

VIII. 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.



IX. 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.