



Frederick County Public Schools
Board of Education
TECHNOLOGY ACQUISITION
Policy 210 (formerly 434)

A. Policy Purpose

To set forth the expectations regarding technology acquisition to ensure alignment with systemic goals and the strategic allocation of resources.

B. Definitions

1. “Accounts” is defined to mean, and is not limited to, internally or externally accessed accounts, applications, tools, websites, databases, email, websites, social media, cloud services, and mobile applications.
2. “Communication Infrastructure” is defined to mean, and is not limited to, internet, LAN, WAN, Wi-Fi, telecommunications, and cellular.
3. “Data” is defined to mean, and is not limited to, locally stored and online documents, emails, instant messages, voicemails, passwords, database records, and files.
4. “Hardware” is defined to mean, and is not limited to, servers, computers, laptops, tablets, and other hardware, infrastructure, and peripherals.
5. “Physical Media” is defined to mean, and is not limited to, flash drives, external drives, and printed materials.
6. “Software” is defined to mean, and is not limited to, operating systems, application software, mobile applications, and websites.
7. “Technology” is defined to mean, and is not limited to, hardware, software, physical media, data, accounts, communication infrastructure, and new technologies as they become available.

C. Policy Statement

The Board of Education of Frederick County (Board) acknowledges the need to carefully safeguard the financial and other resources entrusted to it. Accordingly, the Board believes it is important that Frederick County Public Schools (FCPS) ensure that the systemic acquisition of technology is conducted strategically and responsibly to support identified outcomes and inspire public confidence.

D. Implementation

1. All technology approved for purchase, lease, or accepted by donation for use will conform

to standards developed by the Department of Technology Infrastructure, support core administrative and instructional software applications, and be compatible with system network protocols and management software. Standards will be applied to enable technologies to support improved student achievement, operational efficiencies, and data-based decision making.

2. The Superintendent or their designee may authorize the use of non-standard equipment and reserves the right to remove any non-standard equipment.
3. The Superintendent is directed to set forth regulations and guidelines concerning technology acquisition consistent with this Policy.

E. Related Information

1. Board Policy

- a. [Policy 205, Fiscal Procedures](#)
- b. [Policy 426, Fundraising, Donations, and Gifts](#)
- c. [Policy 500, Approval of Curriculum and Instructional Resources](#)

2. External Resources

- a. [Maryland Department of Information Technology. \(June 28, 2019\). State of Maryland Information Technology Security Manual \(Version 1.2\)](#)
- b. [Maryland Department of Information Technology. \(Sept. 22, 2020\). Policy 20.04: Desktop & Laptop Configuration Standards](#)

3. FCPS Regulations

- a. [Regulation 205-01, Purchasing Regulations](#)
- b. [Regulation 301-03, Technology Use, Staff](#)
- c. [Regulation 426-02, Donations and Gifts](#) (formerly 200-33)
- d. [Regulation 434-01, Technology Use, Students](#)
- e. [Regulation 500-08, Selection and Approval of Digital Tools for the Instructional Program](#)

4. FCPS Resources

- a. **Fiscal Services Division Standard Operating Procedures**
 - i. [PUR-SOP-015, Fundraising Activities \(Rev. Dec. 2024\)](#)
 - ii. [PUR-SOP-020, Unit Price, Lump Sum, and Multiple Awardee Contracts \(Rev. Dec. 2024\)](#)
 - iii. [PUR-SOP-024, Single and Sole Source Procurements \(Rev. July 2025\)](#)
 - iv. [PUR-SOP-024.1, Single and Sole Source Procurements Checklist \(Rev. Dec. 2024\)](#)
- b. [Guidelines for Donated Computer Equipment](#)

5. Federal Law

- a. Children's Online Privacy Protection Act (COPPA), 15 USC § 6501, *et seq.*
- b. Electronic Communications Privacy Act
- c. Family Educational Rights and Privacy Act (FERPA), 20 USC § 1232(g)

d. Title XVII, Children’s Internet Protection Act (CIPA) 47 USC §§ 254(h), (l)

6. **Maryland Law**

a. Maryland Local Cybersecurity Act of 2022

7. **Maryland Statutes**

a. [Md. Code Ann., Crim. Law § 3-805](#)

F. Policy History (Maintained by Legal Services)

<i>Responsible Office</i>	Department of Technology Infrastructure
Adoption Dates	11/19/25
Review Dates	
Revision Dates	