

**Cincinnati CITY SCHOOL DISTRICT
ADMINISTRATIVE PROCEDURES**

Procedure Name Technology Governance and Project Approval Procedures	
Procedure No. 7540-00-04	Eff. Date: 6/1/18
Implements Board Policy(ies) 7540 Computer Technology and Networks	Last Reviewed: 6/1/18

1. Background

Describe relevant background to the implementation of the policy.
 In compliance with Board Policy 7540 "Computer Technology and Networks," the following administrative procedures outline the ways in which ITM department will ensure that safeguards are established to protect the district's investments in both hardware and software and will ensure the effectiveness of this hardware and software to ensure maximum benefit and ROI to the district.

2. Responsibilities

Title: Chief Information Officer	
Address: 2651 Burnet Ave	
Phone: 513-363-0341	Cell phone:
<i>Describe responsibilities:</i>	

3. Action Steps

Describe the action steps relevant to the implementation of the policy.

[Technology Governance and Project Approval Procedures](#)

4. Equity Considerations

Describe any equity considerations relevant to the implementation of this policy.

5. Related Documents / Forms

Document Title	Description	Last Reviewed
1. Application for Technology Initiative	ATI Form online	
2.		
3.		

6. Additional Information

Describe any additional information relevant to the implementation of the policy.