

# GOAL Academy Accessible Technology Policy

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## Overview

GOAL Academy provides equal opportunity to all students, parents, and faculty within the use of GOAL Academy Technology resources. GOAL Academy affirms its commitment to equally serving all students and developing productive members of society, regardless of a person's disability. Ensuring equal and effective technology access is the responsibility of all GOAL Academy staff.

## Purpose

The purpose of the GOAL Academy Accessible Technology Policy is to establish the procedures by which GOAL Academy staff will create and maintain electronic or digital information, in a manner that ensure that electronic or digital information is accessible to individuals with disabilities.

## Scope

The GOAL Academy Accessible Technology Policy is applicable to all staff of GOAL Academy, regardless of job responsibilities. This policy is applicable to all technology assets and electronic information in use at GOAL Academy, regardless if created by GOAL Academy staff or any other third-party.

## Policy

### Web Accessibility

1. **Standards:** All web pages, web sites, and web-based software content created, published, owned, or maintained by GOAL Academy will meet the standards and guidelines outlined in the Web Content Accessibility Guidelines (WCAG) 2.0, Level AA where possible, Level A at a minimum.
2. **Responsibility:** All departments and programs at GOAL Academy are responsible for ensuring that digital content meets WCAG 2.0.

### Instructional Materials/Curriculum Accessibility

1. **Standards:** All online or digital instruction materials and online curriculum will be accessible and effective for persons with disabilities just as they are for persons without disabilities. Materials that cannot be made fully accessible must have a reasonable option for persons with disabilities.
2. **Responsibility:** All departments and programs at GOAL Academy are responsible for ensuring that all digital instruction materials and online curriculum are accessible to persons with disabilities.

### Purchases of Accessible Technology

1. **Standards:** All purchases of technology equipment and software, including, but not limited to, computers, personal devices, collaboration software, specialized software, and adaptive learning aids, must be evaluated by the GOAL Academy Technology Department to ensure that the proposed technology will be accessible to all students, regardless of disability, or that the technology can be made to be accessible to all students, regardless of disability.

2. **Responsibility:** All departments and programs at GOAL Academy are responsible for ensuring that any proposed technology purchase is accessible to persons with disabilities and that any proposed technology purchase is fully evaluated by the GOAL Academy Technology Department.

## Process for Approval of New Web and Digital Content

1. Web and digital content developed for use at GOAL Academy should ensure compliance with this policy.
2. Full release of content can only be performed after review and certification by the GOAL Academy Web Accessibility Coordinator.
3. Staff will be trained annually in the execution and compliance of all web and digital content. No staff member who has not been trained will have any content approved.
4. Policy violations will be reported to the ADA Content Policy Enforcement Officer.
5. The following review and approval steps must be accomplished:
  - Ensure staff creating content is certified in digital accessibility
  - Submit content to desired publishing site or storage area
  - Notify the GOAL Academy Applications Team via the help desk (<http://helpdesk.goalac.org>) of new digital content
  - The GOAL Academy Applications Team will respond to the request within 24 hours with approval or changes that need to be made according to WCAG 2.0 standards
  - Upon approval, the content will enter final publishing and be made available to the user base

## Enforcement

Any employee or third party who is found to have violated this policy may be subject to disciplinary action, up to and including revocation of content creation privilege.

## Online Services Quality Control

At the end of each school year quarter, the GOAL Academy Applications Team will audit 50 random files in use at GOAL Academy for compliance purposes. A detailed log of these files, their location, and the results of the audit will be kept in a public SharePoint or Teams site for review by the user base. Confidential materials that are not intended for the entire user base will be exempt from this process.

***Your use of GOAL Academy Information Technology resources signifies your compliance and acknowledgement of this policy.***