

TALAWANDA SCHOOL DISTRICT STUDENT ACCEPTABLE USE POLICY 2022-2023

This agreement entered into on the latest date signed below, by and between the Talawanda School District Board of Education (“Board”) and the undersigned Student (“User”). The purpose of this agreement is to provide Network (electronic mail, web site, server storage and electronic bulletin board) and/or Internet access, hereinafter referred to as Network, and to govern student use of technology. The Internet is a global information and communication network that provides students and staff with access to up-to-date, highly relevant information that will enhance their learning and the education process.

The Board recognizes that access to technology in school gives students greater opportunities to create, collaborate, communicate, and develop critical thinking skills that will prepare them for life, work, and citizenship in the 21st century. To that end, the District will provide a device for each student enrolled in school that will function as a platform upon which 21st century learning will occur.

The Board may not be able to technologically limit access, through its Education Technology, to only those services and resources that have been authorized for the purpose of instruction, study and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen materials to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any publicly available file server in the world, opens classrooms and students to electronic information resources that may not have been screened by educators for use by students of various ages.

Students and parents should read and sign this policy acknowledging their understanding and acceptance of its terms as a requirement to being issued a 1:1 device.

The intent of this contract is to insure that Users will comply with all acceptable use policies approved by the Board. In exchange for the use of the Network resources either at School or away from school, I understand and agree to the following:

Network Acceptable Use Policies

- A. Board will grant access to the SWOCA network to all Users registered by the Board as approved users for the current school year; provided Users comply with all applicable policies, procedures and rules for SWOCA access including:
1. The terms of this agreement;
 2. SWOCA’s authorized use policy;
 3. Directions of administrators or staff members responsible for the supervision of Users access to SWOCA.

- B. SWOCA and Board has a right to all material stored on the network which are accessible to others, and will remove any material SWOCA and/or Board, in its sole discretion believes may be unlawful, obscene, pornographic, abusive, or otherwise objectionable. Talawanda & SWOCA provide a content filter for the Board to use in accordance with the Children's Internet Protection Act of 2000.

However, Neither SWOCA nor the Board warrant or guarantee that the material on the SWOCA Network or Internet are not unlawful, obscene, pornographic, abusive, or otherwise objectionable. The Board prohibits user access to such material.

- C. Pursuant to Federal law, students shall receive education about the following:
- A) Safety and security while using e-mail, chat rooms, social media, and other forms of direct electronic communications.
 - B) The dangers inherent with the online disclosure of personally identifiable information.
 - C) The consequences of unauthorized access (e.g., “hacking”, “harvesting”, “digital piracy”, etc.) cyberbullying and other unlawful or inappropriate activities by students online.
 - D) Unauthorized disclosure, use, and dissemination of personal information regarding minors.

Parents are encouraged to be actively engaged in their child’s digital life and to reinforce appropriate online behavior. More information can be found at <https://www.talawanda.org/departments/information-technology-11/internet-safety-32/>.

- D. All use of technology, whether personal or school devices, must comply with the Student Code of Conduct.

- E. No User may alter any system software, place any unlawful or objectionable material on the Network, or place any computer viruses or harmful programs on the Network. The User will be liable for any and all repair costs to make the Network once again fully operational and may be subject to other disciplinary measures as determined by the Board.
- F. The Board and SWOCA reserve the right to monitor any system or network information and activity to assure compliance with applicable policies, procedures, and rules.
- G. The use of Board and/or Network resources are for the purposes of (in order of priority);
1. Support of the academic program
 2. Telecommunications
 3. General Information
 4. Recreational
- H. Students who engage in inappropriate use of the Network, including those who use BYOD devices, will be subject to discipline at the discretion of the school administration. School-issued devices should be used in compliance with this policy at all times, regardless of their location. All network traffic on the Network is filtered, actively monitored, and logged in compliance with Board policy, and state and federal laws including the Children's Internet Protection Act (CIPA). Inappropriate activities include, but are not limited to:
- Accessing content that is unlawful, obscene, pornographic, abusive, or otherwise objectionable
 - Attempting to bypass the Internet filter or other network security systems
 - Attempting to spread malicious software via the network such as viruses and malware, even unintentionally
 - Attempting to gain unauthorized access to computers, servers, user accounts, or other District data sources
 - Irresponsible use of social networks
 - Recreational use of the Network when expected to be engaged in school work
 - Cyberbullying
 - Attempting to share personal information or images of others without their consent
 - Assuming another person's identity
- Recognizing the benefits collaboration brings to education, the District will provide students access to digital resources that allow communication, collaboration, sharing, and messaging among users. Students are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Posts, chats, sharing, and messaging may be monitored. Students should be careful not to share personally-identifiable information online.
- I. The Board reserves the right to any material stored in files which are generally accessible to others and will remove any material which the Board, at its sole discretion, believe may be unlawful, obscene, pornographic, abusive, or otherwise objectionable. Users will not use the Board-approved network account/access to obtain, view, download, or to otherwise gain access to such materials.
- K. Neither the Board nor SWOCA warrant that the network will meet any specific requirements Users may have, or that the network will be error free or uninterrupted; nor shall the Board or SWOCA be liable for any direct, indirect, incidental or consequential damages arising out of the use of the Network.
- L. Users are responsible for the use of their account/password. Misuse will result in immediate suspension of the account/password and access privileges. A User may not permit someone other than the User to use his/her account/password.
- M. In consideration for access to the SWOCA network, the User releases the Board and SWOCA, their officers, directors, employees, agents, operators, successors and/or assigns from any and all claims of any nature arising out of use, or inability to use the SWOCA network.
- N. Students will be assigned a school email account that they are required to utilize for all school-related electronic communications, including those to staff members and individuals and/or organizations outside the District with whom they are communicating for school-related projects and assignments. Further, as directed and authorized by their teachers, they shall use their school-assigned email account when signing-up/registering for access to various online educational services, including mobile applications/apps that will be utilized by the student for educational purposes.
- O. When using the eduroam service, students shall always comply with local laws that regulate the use of the service. Students will not use the eduroam service for any unlawful purpose and not (attempt to) breach or circumvent any administrative or security controls. Students will respect intellectual property and confidentiality agreements. Students will protect access credentials (e.g. private keys or passwords). Use of the eduroam service is at your own risk. The access-granting bodies and Resource Providers are entitled to regulate, suspend or terminate your access, within their domain of authority, and students will immediately comply with their instructions. Students are liable for the consequences of violating any of these conditions of use.

1:1 and BYOD Acceptable Use Policies

General Expectations for the 1:1 Program

- Students will treat 1:1 devices with care and avoid situations that could result in damage, loss, or theft of the device.
- Student will bring their 1:1 device to school every day, transported in an appropriate case, ready to be used for school.
- At school, students will keep their 1:1 device in their possession or locked in a locker at all times unless otherwise directed by Talawanda staff.
- Students will bring their 1:1 device to school fully charged.
- The primary function of the 1:1 device is its use as tool to enable student learning.
- Students will not use their 1:1 device for inappropriate or malicious activity.
- Students will use social media responsibly.

Cases and Storage

- 1:1 devices will only be transported and stored in the school-issued bag or case. Care will be taken to avoid carrying or storing the device in a way that allows textbooks or other items to apply pressure to the device, resulting in damage. Students are financially liable for damage that occurs to a 1:1 device that was improperly stored or transported.
- 1:1 devices that were issued with an attached case will not be removed from the case without the permission of Talawanda staff.
- 1:1 devices will only be stored inside buildings and never be left in areas subject to moisture, extreme temperatures or humidity, or any other conditions that they were not designed to endure, such as a parked car.
- It is the student's responsibility to care for and maintain the condition of the case. Student's are not allowed to alter the case in anyway which includes but not is limited to: stickers, markers, paint, removal of straps, etc..

Food and Drinks

1:1 devices will not be out while food or drinks are present (e.g. while eating in the cafeteria).

Insurance Charge

Students will pay an annual insurance charge to cover the cost of repairs resulting from accidental damage, normal wear and tear, maintenance, and replacement of school-issued devices. Loss, intentional or malicious damage, and theft are not covered by this charge. This charge will be \$40 insurance charge for grades 5-12, and there is no charge for grades K-4. If a student registers halfway, or later, through the academic school year they may pay \$20. No refunds will be given for withdrawn students.

End of School Year Check-in

TMS

Students will check-in the 1:1 device which was issued to them, in person, as directed at the end of the school year. 1:1 devices will not be kept by students over Summer Break. During this time, the Talawanda IT Department will perform routine maintenance on the device that will result in the erasure of all data stored on the device's local storage. Data stored on the network or in the cloud will not be affected. Talawanda may require that 1:1 devices be turned in for maintenance during other periods, such as Winter Recess or Spring Break. Student accounts and data will be preserved across school years.

THS

Students will keep devices through summer. This will ensure students have a device to complete summer work, Advanced placement classes, etc. At the beginning of each school year the device will be checked in to verify student has the device which they were issued, and also check for damages

Damage

Any damage should be reported to the school administration as soon as is reasonably possible. If damage was judged to have been malicious or intentional, students will be charged the cost of a new replacement device and will be subject to additional disciplinary consequences which are described in the sections of the Student Code of Conduct which pertain to damage to school property. Accidental damage will be repaired by the District.

Loss

Students are responsible for the loss of the 1:1 device that has been issued to them. The loss of a 1:1 device should be reported to the school administration as soon as is reasonably possible. Students will be charged the cost of a brand new replacement device that cannot be recovered and will be subject to additional disciplinary consequences which are described in the sections of the Student Code of Conduct which pertain to loss of school property.

Theft

Students are responsible for the loss of the 1:1 device that has been issued to them, including situations where the device was lost as a result of theft. The theft of a 1:1 device should be reported to the school administration as soon as is reasonably possible. Students will be charged the cost of a brand new replacement device that cannot be recovered and will be subject to disciplinary consequences which are described in the sections of the Student Code of Conduct which pertain to theft of school property.

Loaner Devices

Students may be issued a loaner 1:1 device in the event that the 1:1 device that has been issued to them cannot be used in school. These devices are issued at the discretion of the school administration.

Bring Your Own Device (BYOD)

All students will be issued a school-owned 1:1 device, however students may bring BYOD devices to school to be used alongside a school-issued 1:1 device. Students are responsible for all support, maintenance, and repair of BYOD devices.

- Students will keep their school-issued 1:1 device in their possession and are expected to have it ready for use in the event that it is needed.
- Students may not use BYOD devices for standardized testing purposes. Only school-owned devices may be used for standardized testing.
- Network access cannot be guaranteed for BYOD devices due to technological incompatibilities. System requirements and connection instructions can be found at <https://www.talawanda.org/departments/information-technology-11/byod-34/>.
- The use of BYOD devices in the classroom occurs at the discretion of each teacher.
- Network access for BYOD devices may be revoked at the discretion of the administration or Talawanda IT Department at anytime. Reasons for this include, but are not limited to:
 - Inappropriate use of the Talawanda network as previously described
 - Detection of viruses or malware
 - Detection of an attempt to defeat the Internet filter, or detection of software for that purpose
 - Faulty hardware or software that disrupts the normal functioning of the Talawanda network
 - Excessive use of the network for activities unrelated to school
- Students who bring their own mobile device to school are responsible for any damage, loss, or theft of his or her equipment.
- The school district will not provide any technical support for BYOD devices.
- A BYOD device should be free of objectionable material as deemed by the school administration. If a BYOD device contains objectionable material, the student may be subject to disciplinary actions by the school administration.

Internet Filtering for 1:1 and BYOD Devices

- The network activities of all devices connected to the Talawanda network are filtered, actively monitored, and logged by the Talawanda IT Department in compliance with Board policy, and state and federal laws including the Children's Internet Protection Act (CIPA). However, this capability is limited to the Talawanda network.
- Parents are responsible for taking measures to ensure Internet safety at home where Internet access is unrestricted unless actions are taken to limit access. Suggestions can be found at <https://www.talawanda.org/departments/information-technology-11/internet-safety-32/>.

Violations of this Acceptable Use Policy

Violations of this policy, and the Student Code of Conduct, may have disciplinary consequences, including but not limited to:

- Suspension of network, technology, or computer privileges
- Notification to parents
- Detention or suspension from school and school-related activities
- Financial Liability
- Legal action and/or prosecution

Parent Financial Liability

When a student intentionally damages or loses school property, parents are liable for the cost of the damage or loss. Screen-\$99 for Non-Touch and \$149 for Touch, Keyboard-\$49, Complete Chromebook \$299

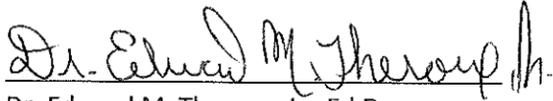
Only return the signature page to the office. Please keep the preceding pages for your records.

Grade Level

Print Last Name

SO AGREED, TALAWANDA SCHOOL DISTRICT BOARD OF EDUCATION

I have read the above agreement and will abide by such rules.



Dr. Edward M. Theroux, Jr., Ed.D.
Talawanda School District Superintendent

PRINT NAME

STUDENT SIGNATURE

DATE

PARENT(S)/GUARDIAN(S) ACCEPTANCE

No pupil shall be permitted access to the SWOCA network and Board computers unless this agreement is also signed by parent(s)/guardian(s).

I/we give the above-named pupil permission to use the SWOCA network and/or Board Network, and agree to all the terms and conditions of the above agreement.

(Parent/Guardian Signature)

(Parent/Guardian Signature)

Print Name: _____

Print Name: _____

Date Signed: _____

Date Signed: _____

BOARD-OWNED COMPUTER ISSUED TO STUDENT

Model: _____

Serial Number: _____

Board Inventory Tag: _____