



Acceptable Use of Technology Resources Agreement

Technology resources will be used in the Iberia Parish School District (IPSD) to enhance student learning by providing the student with the latest tools to make learning relevant. The district recognizes that this access gives the student greater opportunities to gain future-ready technology and communication skills that will prepare him/her for work, life, and citizenship. This is accomplished by facilitating student research, differentiating instruction, accommodating student needs, augmenting student communication skills, and motivating the student to become a life-long learner. To that end, we are pleased to provide these resources to all IPSD students and staff.

Iberia Parish Technology Resources, as used herein, may include, but shall not be limited to, the following: Internet access, wired and wireless network, servers, cloud services, content filter, desktop computers, mobile computers (laptop, iPad, Chromebook), email, videoconferencing capabilities, electronic files, online collaboration capabilities, and numerous instructional resources delivered with computer technology. Acceptable use of these resources shall be consistent with the philosophy, goals and objective of the school district. Terms and Conditions are provided herein to inform students of the responsibilities that will be assumed when using IPSD technology resources.

TERMS AND CONDITIONS OF USE

1. Personal Safety and Privacy

- a. Student shall not post personal contact information about themselves or other people without appropriate approval. Personal contact information includes home address, telephone number, home email address, school name and address, etc.
- b. Student shall never agree to physically meet with someone they have met online without his/her parent or guardian's prior written approval. Inappropriate contacts should be reported to school authorities immediately.
- c. Student shall promptly disclose to school district personnel any message they receive that is inappropriate or makes him/her feel uncomfortable.
- d. Student shall have no expectation of privacy in their use of IPSD's technology resources. Student use of the technology resources will be monitored, accessed, reviewed and retained. Illegal activity will be reported to appropriate authorities.

2. Access and Use of Content/Resources

- a. Student shall not take the ideas or writings of others and present them as if original to the student.
- b. Student shall respect copyright materials and other intellectual property. Student may not duplicate, copy, or distribute electronic resources without the appropriate permission, documentation, or citation.
- c. Student shall not download or install copyrighted software from any source on any school device.
- d. Student shall use IPSD-provided email account, if one is issued, for the purpose of school-related communication. Student shall be responsible for the content of email messages in their account. Email communication is not a confidential medium for transmitting information and should be viewed as public in nature.

3. Illegal Activities

- a. Student shall not attempt to gain unauthorized access to or "hack" into the district's network, any computer system through the district's network, or go beyond student authorized access. This includes attempting to access, alter and/or delete another person's account or files.
- b. Student shall not tamper with hardware and/or software and/or make deliberate attempts to disrupt the computer system performance or destroy data by spreading computer viruses or by any other means.
- c. Student will not use IPSD's technology resources to engage in any illegal acts, such as, but not limited to, illegal drug activity, fraud, and criminal gang activity.
- d. Student will not use IPSD's technology resources to participate in cyberbullying. Cyberbullying includes sending, posting, or sharing negative, harmful, false, or mean content about someone else. It can include sharing personal or private information about someone else causing embarrassment or humiliation.
- e. Student will not attempt to impersonate another individual or organization using IPSD technology resources for any reason (i.e. "Phishing" or "Spoofing").

4. Inappropriate Language/Content

- a. Student will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, unprofessional, or disrespectful language in any electronic format using IPSD's technology resources. This includes personal attacks or harassment of another person.

- b. Student shall not use IPSD's technology resources to access and/or display obscene, profane, lewd, vulgar, rude, inflammatory, threatening, harmful, unprofessional or disrespectful content in any electronic form including audio, images, video and text.
- c. Student shall not post information in any electronic format that could cause damage, pose a danger of disruption, or incite confusion or panic, or may result in a disruption of the educational process of the school.
- d. Student shall not attempt to remove, modify, or bypass district content filters, security systems, software, and/or configurations installed in order to access inappropriate content.
- e. Student shall immediately report to school authorities any website inadvertently accessed with inappropriate content. Note: IPSD, in compliance with the *Children's Internet Protection Act*, will use its best effort to block content as described above; however, given the ever-changing nature of the Internet, there is no filtering system that is capable of blocking 100% of the objectionable material available on the Internet.

5. Respecting Resources

- a. Student use of technology resources shall be reserved for educational purposes only as directed by the teacher. Educational purposes include classroom activities and assignments, directed student research, interpersonal communication, collaborative projects, and dissemination of successful educational practices, methods, and materials.
- b. Student shall not use IPSD's technology resources for activities such as online shopping, listening to online radio stations, viewing streaming videos, downloading large files, and playing games unless directed by the teacher as part of the curriculum.
- c. Student and the student's parent or guardian shall be accountable for the proper use and care of technology resources and for the repair or replacement of willfully damaged equipment.

6. Security

- a. Student shall be responsible for maintaining the confidentiality of passwords. Under no condition should the student give his/her password to others nor post the password in written form to be viewed by others. Likewise, using another person's password to gain access is not permitted.
- b. Student shall log off or lock user account when away from a computer for more than a few minutes to prevent unauthorized access.
- c. Student shall immediately notify school authorities if a possible security problem is detected. Student shall not search for security problems, attempt to circumvent security safeguards or in any way gain unauthorized access to any system or files.
- d. Student may only use memory storage devices (i.e. external hard drives, flash drives, etc.) with permission from school authorities and that have been scanned and found to be free of viruses.
- e. Student shall not download, install, or execute programs from the Internet and/or external devices without permission.
- f. Student shall not attach any device to the network without appropriate approval.
- g. Student activity and files residing on IPSD's technology resources will be treated as district property subject to control, inspection, and/or search by School Board personnel.

7. Consequences for Inappropriate Use

- a. Student use of technology resources shall be considered a privilege, not a right. Any violation of this agreement may result in, but are not limited to, the following disciplinary actions: (1) student/parent conference with school officials, (2) restriction of privileges, (3) detention, in-school suspension, out-of-school suspension, or expulsion, (4) restitution for damages or replacement, (5) legal action and/or prosecution.
- b. Student will be responsible for all assignments in paper/pencil format if privileges are revoked.



Acceptable Use of Technology Resources Agreement Acknowledgement Form

****Return This Page to Your Teacher****

Last Name: _____ First Name: _____

Student ID #: _____

Directions: After reading the Iberia Parish School District's Acceptable Use of Technology Resources Agreement (which can be found on the Iberia Parish School District Website), please complete the appropriate portions below.

Student Acknowledgement:

By signing below, I hereby acknowledge I have read, understand, and agree to abide by the stated terms and conditions of the Iberia Parish School District's Acceptable Use of Technology Resources Agreement. I understand that this access is for educational purposes only and that my activity will be monitored and tracked. I further understand that any violation is unethical and may be illegal. Should I commit any violation, my access privileges may be revoked and/or school disciplinary action or other appropriate action may be taken.

Student Signature: _____

Date: _____

Parent/Guardian Acknowledgement:

As the parent or guardian of this student, I acknowledge I have read and understand the terms and conditions of the Iberia Parish School District's Acceptable Use of Technology Resources Agreement (which can be found on the Iberia Parish School District Website). I understand that this access is designed for educational purposes and my child's activity will be monitored and tracked. I further understand that the district has taken available precautions to monitor safe and appropriate student access. However, I also recognize it is impossible for the district to restrict access to all controversial materials. I will not hold the Iberia Parish School District responsible for materials acquired on the network.

I understand that my child will be held responsible for any disregard of the Acceptable Use of Technology Resources Policy. Violations of this agreement may cause my child to have his/her computer privileges revoked and face disciplinary action including, but not limited to detention, suspension, expulsion, restitution for damages, or legal action. I hereby give permission for my child to have school use of Iberia Parish's Technology Resources.

****This form will be kept on file and will be valid for the life of your child's enrollment in the Iberia Parish School District. The parent/guardian must inform the school in writing if the decision is made to retract permission granted herein. Should this agreement be revised in any way, the parent/guardian will be notified and required to sign another agreement.**

Parent/Guardian Name (printed): _____

Parent/Guardian Signature: _____

Date: _____