



Renwick USD 267
Acceptable Use of Technology Agreement
9th-12th grade Regulations

The Chromebook, charger, and bag that have been issued to each Renwick USD 267 high school student are the property of Renwick USD 267. This Chromebook is on loan and must be used in accordance with the following guidelines. Student and parent/guardian must agree to the following:

1. The student agrees to follow all USD 267 regulations and policies governing the use of the computers as well as all applicable State and Federal laws including copyright and intellectual property law pertaining to software and information.
2. This equipment is the property of Renwick USD 267, Andale, Kansas, and is herewith being loaned to the student for educational purposes only for the academic school year. The student may not deface or destroy this property in any way. Inappropriate material on the machine may result in the student losing their right to use this computer.
3. The student will have a Chromebook checked out in the fall **when all enrollment fees have been paid**. The Chromebook, bag, and charger will be returned to the district prior to the last day of school. **Initials** _____
4. The Chromebook is the property of USD 267. If a student withdraws from school prior to the end of the loan period, the Chromebook, bag, and charger are to be returned to school officials by the student prior to the withdrawal from school. Chromebooks not returned will be filed as missing and turned over to the proper authorities as theft.
5. Students must have their Chromebook with them or locked in their school lockers. Chromebooks must never be left unattended. Faculty will pick up and turn in unattended Chromebooks to the school office. Chromebooks must be kept in the school issued bag and not put in other personal book bags. It is recommended that Chromebooks go home with the students each evening for recharging. Students are responsible for bringing their Chromebook, fully charged, to school each day.
6. The student shall not remove or alter any USD 267 identification attached to or displayed on the computer, nor shall the student change the identification within the computer, such as the computer name.
7. The student agrees to handle the computer carefully and protect it from potential sources of damage. Students should protect their Chromebook from extreme heat or cold. Chromebooks should never be left in a car.
8. Email and all other forms of electronic communication are to be used in a responsible manner. Students may not use vulgar, derogatory, or obscene language. Students may not engage in bullying, personal attacks or harassment of others.
9. Use of the Chromebook for anything other than a teacher-directed or approved activity is prohibited during instructional time. Unauthorized use of games is prohibited in classes, seminar period, and the library during regular school hours.
10. The Internet is to be used for research and as a means of obtaining academically relevant information. Material obtained through research on the Internet and then used in academic work is to be properly documented. Students may not access websites, newsgroups, or chat areas that contain material that is obscene or that promotes illegal activity. If a student does accidentally access this type of information, the student should immediately notify a teacher.
11. Installation of peer-to-peer file-sharing programs is strictly forbidden. Using iTunes or similar programs to share music is also forbidden. Copyright laws must be respected. If the student has any questions about what constitutes a copyright violation, an administrator, media specialist, or language arts teacher should be contacted. Students are not allowed to download or install unapproved apps or extensions. Streaming video or music from sites such as YouTube, Netflix, Spotify, VUDU, etc., is strictly prohibited.
12. Chromebooks may not be used to make sound or video recordings without the consent of all those who are being recorded. Sound must be turned off at all times, except with teacher permission when being used as part of a class.
13. Attempts to degrade the USD 267 network, disrupt system performance, or bypass the web filter will result in disciplinary action.
14. Use of non-USD267 (personal) Google accounts on the Chromebooks is strictly prohibited. Students should save data to their Google drive for backup purposes. If computers become inoperable, files not stored on the drive may be lost.
15. Renwick USD 267 reserves the right to define inappropriate use of technology. School administrators reserve the right to remove student accounts, or turn off access to Google services to prevent unauthorized activity.
16. The student will assume the risk of loss by theft, destruction, or damage. If, during the loan period, the computer is damaged or returned with any accessories missing, USD 267 will charge the student the lesser of the repair or full replacement value. **Initials** _____
17. The student must report theft (or suspected theft) of the computer, loss of the computer, damage to the computer, or malfunctioning of the computer to school personnel immediately.
18. The student and parent/guardian agree to compensate USD 267 against any claim, suit or damage occurring, during or resulting from the student's possession of use of the computer, including, but not limited to any claim for infringement or violation or applicable trademarks and copyrights attributable to the student's use of the USD 267 computer. **Initials** _____
19. Upon request, the student agrees to deliver the Chromebook to USD 267 staff for technical inspection or to verify inventory or other information; this may include random screening. Before a student is issued a Chromebook, both student and parent/guardian must have signed the Acceptable Use of Technology Agreement and the Renwick USD 267 Internet Safety & Acceptable Use Policy.
20. The student and parent/guardian will assume the risk of loss by theft, destruction, or damage and will be responsible to pay for repairs and/or replacement. Stolen or vandalized Chromebooks must be reported to the administration and a police report must be filed.
21. USD 267 is not liable for lost data or time spent on data.
22. This list should not be read as a full list. Each Renwick USD 267 school and classroom teacher has the authority to set their own guidelines for technology use within their building or classroom.

Renwick USD 267 Internet Safety & Acceptable Use Policy

Introduction

It is the policy of Renwick USD 267 to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

Definitions

Key terms are as defined in the Children's Internet Protection Act.

Access to Inappropriate Material

To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, and access to inappropriate information. Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled for adults or, in the case of minors, minimized only for bona fide research or other lawful purposes.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the Renwick USD 267 online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Education, Supervision and Monitoring

It shall be the responsibility of all members of the Renwick USD 267 staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and the Protecting Children in the 21st Century Act. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of Renwick USD 267 administration or designated representatives. The administration or designated representatives will provide age appropriate training for students who use the Renwick USD 267 Internet facilities. The training provided will be designed to promote the Renwick USD 267 commitment to:

1. The standards and acceptable use of Internet services as set forth in the Renwick USD 267 Internet Safety Policy;
2. Student safety with regard to:
 - a. Safety on the Internet;
 - b. Appropriate behavior while on online, on social networking websites, and in chat rooms; and
 - c. Cyber bullying awareness and response
3. Compliance with the E-rate requirements of the Children's Internet Protection Act ("CIPA")

Following receipt of this training, the student will acknowledge that he/she received the training, understood it, and will follow the provisions of the Renwick USD 267 Acceptable Use Policy.

Adoption

This Internet Safety Policy was adopted by the Renwick USD 267 Board of Education at a public meeting, following normal public notice, on January 16, 2012.

I have read and agree to abide by all Renwick USD 267 policies and regulations for the use of equipment including the Internet Safety & Acceptable Use Policy Agreement and the Acceptable Use of Technology Agreement. I accept responsibility for damage to or loss of the district owned equipment while in my possession. I understand that if the computer or any accessory is lost, damaged or stolen, I am responsible for the repair or replacement cost, whichever is less. I will report any damage to hardware or software immediately to designated school personnel and will return equipment promptly when requested by school personnel.

Parent/Guardian Signature _____

Student Signature _____