

CRANDALL ISD  
ELECTRONIC DEVICES AND TECHNOLOGY RESOURCES



**Possession and Use of Personal Telecommunications Devices, Including Mobile Telephones**

For safety purposes, the district permits students to possess personal mobile telephones; however, these devices must remain turned off during the instructional day, including during all testing, unless they are being used for approved instructional purposes. A student must have approval to possess other telecommunications devices such as netbooks, laptops, tablets, or other portable computers.

The use of mobile telephones or any device capable of capturing images is strictly prohibited in locker rooms or restroom areas while at school or at a school-related or school-sponsored event.

If a student uses a telecommunications device without authorization during the school day, the device will be confiscated. The student or parent may pick up the confiscated telecommunications device from the principal's office for a fee of \$15.

Confiscated telecommunications devices that are not retrieved by the student or the student's parents will be disposed of after the notice required by law. [See policy FNCE.]

In limited circumstances and in accordance with law, a student's personal telecommunications device may be searched by authorized personnel. [See Searches and policy FNF.]

Any disciplinary action will be in accordance with the Student Code of Conduct. The district is not responsible for damaged, lost, or stolen telecommunications devices.

**POSSESSION AND USE OF OTHER PERSONAL ELECTRONIC DEVICES**

Except as described below, students are not permitted to possess or use personal electronic devices such as MP3 players, video or audio recorders, DVD players, cameras, games, e-readers, or other electronic devices at school, unless prior permission has been obtained. Without such permission, teachers will collect the items and turn them in to the principal's office. The principal will determine whether to return items to students at the end of the day or to contact parents to pick up the items.

In limited circumstances and in accordance with law, a student's personal electronic device may be searched by authorized personnel. [See Searches and policy FNF.]

Any disciplinary action will be in accordance with the Student Code of Conduct. The district is not responsible for any damaged, lost, or stolen electronic device

**INSTRUCTIONAL USE OF PERSONAL TELECOMMUNICATIONS AND OTHER ELECTRONIC DEVICES**

In some cases, students may find it beneficial or might be encouraged to use personal telecommunications or other personal electronic devices for instructional purposes while on campus. Students must obtain prior approval before using personal telecommunications or other personal electronic devices for instructional use. When students are not using the devices for approved instructional purposes, all devices must be turned off during the instructional day. Violations of the user agreement may result in withdrawal of privileges and other disciplinary action. By signing the Student Handbook Acknowledgement of Receipt form, students agree to comply with the Crandall ISD Responsible Use Policy.

**RESPONSIBLE USE OF DISTRICT TECHNOLOGY RESOURCES**

To prepare students for an increasingly technological society, the district has made an investment in the use of district-owned technology resources for instructional purposes; specific resources may be issued individually to students. Use of these technological resources, which include the district's network systems and use of district equipment, is restricted to approved purposes only. Violations of the user agreement may result in withdrawal of privileges and other disciplinary action.

See CQ (local)

**CRANDALL ISD STUDENT RESPONSIBLE USE POLICY**

Crandall ISD provides students with access to the District's electronic communications system for educational purposes. The electronic communications system is defined as the District's network, servers, computers, mobile devices, peripherals, applications, databases, online resources, Internet access, email, and any other technology designated for use by students. With this educational opportunity comes responsibility. While the District uses filtering technology and protection measures to restrict access to inappropriate material, it is not possible to absolutely prevent such access. It will be each student's responsibility to follow the rules for appropriate and responsible use. Access to the Crandall ISD network is a privilege and administrators and faculty may review files and messages to maintain system integrity and ensure that users are acting responsibly.

All students in Crandall ISD must adhere to the following standards of responsible use:

- The District may review files and communications to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on district servers will always be private.
- Students are responsible at all times for their use of the District's electronic communication system and must assume personal responsibility to behave ethically and responsibly, even when technology provides them the freedom to do otherwise.
- Students must use the Crandall ISD filtered wireless network during the school day when using personal electronic devices. Personal data plan use is prohibited.
- Students must not access, modify, download or install computer programs, files or information belonging to others.
- Students must not waste or abuse school resources through unauthorized system use (e.g. playing online games, downloading music, watching video broadcasts, participating in chat rooms, etc.).

- Students must not alter computers, networks, printers or other equipment except as directed by a staff member.
- Technology, including electronic communication, should be used for appropriate educational purposes only and should be consistent with the educational objectives of Crandall ISD.
- Students must not release personal information on the Internet or electronic communications.
- Personal CISD network access information should not be conveyed to other students nor attempts be made to use anyone else's accounts.
- If a student finds an inappropriate site or image, he or she must immediately minimize the program and contact the instructor.
- Students must not create/publish/submit or display any abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation or illegal and should report any instances encountered.

Students shall adhere to all laws and statutes related to issues of copyright or plagiarism. Violation of any of these standards may result in suspension of computer use, Internet privileges and/or other disciplinary action.

The District makes no guarantee that the functions or the services provided by or through the district system will be error-free or without defect. The District will not be responsible for any damage the user may suffer, including but not limited to, loss of data or interruptions of service. The District is not responsible for the accuracy or quality of the information obtained through or stored on the system. The District will not be responsible for financial obligations arising from unauthorized use of the system.

**UNACCEPTABLE AND INAPPROPRIATE USE OF TECHNOLOGY RESOURCES**

Students are prohibited from possessing, sending, forwarding, posting, accessing, or displaying electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal. This prohibition also applies to conduct off school property, whether the equipment used to send such messages is district-owned or personally owned, if it results in a substantial disruption to the educational environment.

Any person taking, disseminating, transferring, possessing, or sharing obscene, sexually oriented, lewd, or otherwise illegal images or other content, commonly referred to as "sexting," will be disciplined according to the Student Code of Conduct, may be required to complete an educational program related to the dangers of this type of behavior, and, in certain circumstances, may be reported to law enforcement. Because engaging in this type of behavior can lead to bullying or harassment, as well as possibly impede future endeavors of a student, we encourage you to review with your child <http://beforeyoutext.com>, a state-developed program that addresses the consequences of engaging in inappropriate behavior using technology.

In addition, any student who engages in conduct that results in a breach of the district's computer security will be disciplined in accordance with the Student Code of Conduct, and, in some cases, the consequence may rise to the level of expulsion.

## BRING YOUR OWN DEVICE (BYOD)

### PIRATES HAVE PRIDE!

Purpose for using device is always educational

Responsible use of devices is always expected

Instructions for device use will always be followed

Devices must always use the school's WiFi network

Everyone will always conduct him or herself

responsibly online

## GENERAL RULES FOR BYOD

1. Work with your device in approved locations.
2. Bring device fully charged to school.
3. Use the CISD WiFi network only.
4. Use device for assigned tasks only.
5. Turn off device or put to sleep when not in use.
6. Devices that cause a disruption during the school day or those that are being used in a way not sanctioned by the teacher will be subject to CMS discipline and consequences according to CISD policy.
7. Headphones and ear buds are not allowed in common areas of the campus or in classrooms, unless directed/ approved by the teacher for specific learning activities. Inappropriate use of these items will cause them to be subject to CMS discipline and consequences according to CISD policy. (*Appropriate use of device, including listening to music with earbuds, is allowed during lunch as long as it does not cause a disruption*).
8. Social media use, texting, photographing, videoing is not allowed unless specifically directed by the teacher.

## GENERAL TECHNOLOGY VIOLATIONS INCLUDE:

- Operating software, programs, or internet when not directed.
- Surfing the internet outside the parameters of the classroom assignment.
- Playing games, streaming/ listening to music, or viewing videos when not directed.
- Participating in any activities/ media not specifically assigned by the teacher.

## CLASSROOM PROCEDURES

- Students should be familiar with their device, including powering it on/off, setting it on silent, accessing the Internet and WiFi settings.
- Devices should be powered off/ silenced unless directed by the teacher for a specific activity.
- Students will not be allowed to share personal devices.
- It is recommended that all devices have a protective case.
- Posting or transmitting recorded images or video shall be limited to that which is related to school assignments and projects and shall only be done in accordance with the CISD Acceptable Use Policy.

## CONSEQUENCES

1<sup>st</sup> Offense: Verbal warning/ reminder

2<sup>nd</sup> Offense: Device will be confiscated and given to the school principal. (The device can be picked up by the student at the end of the day without a fee. The student's parents will be called by the office, and a warning will be given to the parents.)

3<sup>rd</sup> Offense: Device will be confiscated and given to the school principal (The device can be picked up by either the student or the parent before or after school with an administrative fee of \$15)

**\*\*Further actions and restrictions will be taken according to the severity/ frequency of the violation**

**\*\*In cases where extreme classroom disruption occurs, the device may be confiscated, and the student may be referred to the discipline office.**

**\*\*If a student refuses to give his/her device to school personnel an office referral will be written, and the student will be subject to appropriate disciplinary action.**

**\*\*Students that use their devices for social media use, texting, photographing, videoing, or for any reason at a time or place that was not designated by a teacher will have their device confiscated and must pay the \$15 administrative fee.**

## Crandall Middle School



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## STUDENT RESPONSIBILITIES

- Return signed parent/ student usage agreement- to be filed in school's office.
- Use personal devices for educational purposes only.
- Follow Copyright Laws and Internet Acceptable Use and Safety Policies.
- Should be familiar with their device, including powering it on/ off, setting it on silent, accessing the Internet and WiFi settings.
- Maintain device by charging it daily and downloading any appropriate applications.
- Students should only bring approved devices and assume the responsibility of the device. Any damage that occurs to the device will not be the responsibility of Crandall Middle School or the Crandall Independent School District.
- All necessary apps will be loaded by student or parent at home.

## PARENTS' RESPONSIBILITIES

- Supporting the CISD Acceptable Use Policy and School-wide Guidelines.
- Understanding the security and filtering provided by CISD.
- Supporting Copyright Laws and Internet Safety.
- Troubleshooting and maintenance of their student's device.
- Load any software or apps for student at home.
- Review with your child <http://beforeyoutext.com> a state-developed program that addresses the consequences of engaging in inappropriate behavior using technology.

## Frequently Asked Questions

**Can I wear my earbuds, beats, or other headphones and listen to music between classes?** *No, however, listening to music with earbuds is allowed during lunch as long as it does not cause a disruption.*

**Why is each teacher different in regards to technology use?** *Teachers use technology for specific learning activities, or in ways to support classroom activities. Use of electronic devices must be approved by the teacher for classroom use.*

**Why does it cost \$15 to get my confiscated device back?** *The \$15 fee was set by CISD policy, and is defined in the student handbook that can be found in its entirety on the CISD web site.*