

2017-2018

**Fort Sam Houston Independent School District
Student Responsible Use Agreement for 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 this user agreement may result in withdrawal of privileges and other disciplinary action.

Unacceptable and Inappropriate Use of Technology Resources

- Sending, possessing, or, posting electronic messages, videos, audio recordings, or images that are abusive, obscene, sexually oriented, harassing, threatening, intimidating, illegal, or that cause a material or substantial disruption at school, including cyberbullying (*See CIPA definitions at end of this document for further details*)
- Using any device or technology to copy or capture an image or the content of any District materials (such as test or exams) without permission of a teacher or administrator
- Making, participating in the making of, transmitting to another via an electronic device, or posting to the Internet a digital, video, or audio recording or image of an actual or simulated act that involves a crime or conduct prohibited by the Student Code of Conduct
- Using any device or technology to record the voice or image of another in any way that disrupts the educational environment, invades the privacy of others, or without the prior consent of the individual recorded
- Using any device or technology to record the voice or image of another to take, disseminate, transfer, circulate, exhibit, present, or share audio, images, video, or photos that reveal private parts of the body that are normally covered by clothing (a.k.a. sexting)
- Using the name, persona, or image of a student, District employee, or volunteer to create a web page or post one or more messages on a website without the other person's consent
- Using email, websites, or electronic devices to engage in or encourage illegal conduct, violations of the Student Code of Conduct, or to threaten school safety
- Attempting to or successfully accessing or circumventing passwords or other security-related information of the District, officials, volunteers, employees, or other students by any means
- Attempting to or successfully altering, destroying, interrupting, intercepting, or disabling district technology equipment, district data, the data of other users of the district's computer system, or other networks connected to the district's system, including uploading or creating computer viruses, worms, or other harmful material
- Copying, downloading, reproducing, distributing, retransmitting, redisplaying, or modifying items from the District's website
- Engaging in any of the above forms of technological misconduct outside of school when such conduct causes a material or substantial disruption at school as determined by school officials
- NOTE: Students will not be disciplined for technological misconduct related to possessing items described above so long as the student (1) did not contribute to creation of the item in any way, (2) possessed it only after receiving the item unsolicited from another, (3) either promptly destroyed the item or reported it to a school employee as soon as possible, and (4) did not provide a copy, forward, or re-post the item to anyone other than law enforcement, a school employee, or the student's parent/guardian.

Safety of Self and Others

- Students should report to their teachers or other school personnel any message received that is inappropriate or makes them uncomfortable
- Students should not reveal personal information about themselves or others or agree to meet with someone they met online without parental knowledge and participation
- Students must use appropriate language for the educational environment and for the educational activity in which they are currently involved (no swearing, vulgarity, ethnic or racial slurs, or any

other inflammatory or threatening language)

Access and Uses

- Students may not send messages under a false identity
- Students may not access e-mail, files, and/or other documents of other users without permission
- Students may not access websites that contain inappropriate or illegal material, including those that contain content that is pornographic or sexual in nature, from any computer or other technological device on school property
- Students may not use the internet for financial gain, political or commercial activity; or use the system for illegal purposes or any other activity prohibited by District policy
- Students may not use the system for purchasing products or services

Copyright Laws

- Students must comply and be aware of all copyright laws and follow the copyright laws

System Security

- Students may not attempt to harm equipment, materials, or data
- Students may not knowingly infect a computer or network with a virus
- Students should always report any violations of the FSHISD Acceptable Use Guidelines to a teacher or administrator

Internet Access

We live in a global and digital world -- a world changed by technology and new ideas about how we communicate with one another. FSHISD realizes that students must develop the research, information fluency, and technology skills that will allow them to be successful in this digital world, as well as the skills necessary to live safely and ethically. For this reason, the District provides access to the Internet for all students.

Under the federal Children's Internet Protection Act (CIPA), the district is required to filter Internet access and teach online safety. In FSHISD, we take your child's safety and privacy very seriously. The District makes every effort to supervise and monitor student technology use and we use a filter appliance to block access to Internet content that is obscene, pornographic, and harmful to minors.

Parents or guardians have the right to terminate their child's internet access by contacting the District Director of Technology. Parents should understand that in doing so, they may prevent their child from accessing Internet-based instructional materials, assessments, and activities that will be available to his or her classmates. The District will provide alternative activities for children whose parents do not wish them to access the Internet; however, the District cannot ensure that these activities will provide the same richness and depth of experience that access to the Internet can provide.

Account Management of Web-based Services and COPPA

In accordance with our district mission, goals, and vision for technology, students may be issued accounts in third party systems (e.g. GoogleApps for Education, GoGuardian.com, etc.) that are managed by the district. These accounts will be used at school for school related projects but may also be accessed outside of school and are essential to achieving instructional objectives.

Instructional staff may also use other third party accounts (e.g. ClassDojo, SeeSaw, Remind, Canva, etc.) after obtaining district approval. The use of these accounts will help our students to master effective and proper online communications as required in the PreK-12 Technology Applications Standards.

In regards to COPPA (the Children's Online Privacy Protection Act), the school district will decide whether a particular site's or service's information practices are appropriate prior to issuing students accounts. In cases where students are under 13, the district will act in *loco parentis* and will provide consent for the students to use the services in educational contexts.

Personal 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..

- When students are not using the devices for approved instructional purposes, devices should be out of sight and not used. Violations of the user agreement may result in withdrawal of privileges and other disciplinary action.
- The possession and use of laptops, tablets, smartphones, cameras, and other electronic communications devices by a student of FSHISD on school property or at school-related events is a privilege and not a right.
- Students must adhere to the Responsible Use Agreement outlined above when using these devices.
- Data transferred using the school district's network is filtered to follow the requirements of the Children's Internet Protection Act (CIPA). If a student uses another network on their personal device (AT&T 3G or Verizon, for example), the district is unable to filter or monitor its use.
- The District will not provide technical support for these devices
- Classroom teachers will establish standards for both school-issued and personal device use in their respective classrooms.
- If a student uses a personal electronic device in an inappropriate manner, they will lose their privilege of bringing the device to school. Additional consequences may be imposed based on the Student Conduct Code.
- The District reserves the right to examine personal electronic devices and search its contents, if there is a reason to believe that school policies, regulations, or guidelines have been violated

Consequences for Inappropriate Use of School Owned or Personal Technology Resources

- Suspension of access to the District's Electronic Communications System
- Revocation of the District's Electronic Communications System account(s) and/or
- Other appropriate disciplinary or legal action in accordance with the Student Code of Conduct and applicable laws.

Cole Middle and High School One to One Learning Environment

Students of Robert G. Cole Middle and High School (Grades 7-12) have the opportunity to be issued a Chromebook computer for their educational use. With acceptance of a Chromebook, students and their parents take on certain responsibilities. Acceptance of and adherence to these responsibilities will result in a rich technologically-enhanced learning environment for all involved.

It is our belief that if reasonable precautions and care are taken in the use of the Chromebook, it should not experience physical damage. Accidental damage to the devices is covered by the district, but students will be assessed a \$30 handling fee per repair. Optional insurance is offered for protection of theft of the devices. Every year, each student and parent will be asked to sign a separate Parent/Student Chromebook Agreement Form that will be provided prior to issuance of the Chromebook.

Classroom teachers will establish standards for both school-issued and personal device use in their respective classrooms. The District reserves the right to examine both school-issued and personal electronic devices and search its contents, if there is a reason to believe that school policies, regulations, or guidelines have been violated.

CIPA Definitions of Terms

MINOR. The term "minor" means any individual who has not attained the age of 17 years.

TECHNOLOGY PROTECTION MEASURE. The term "technology protection measure" means a specific technology that blocks or filters Internet access to visual depictions that are:

1. Obscene, as that term is defined in section 1460 of title 18, United States Code;
2. Child Pornography, as that term is defined in section 2256 of title 18, United States Code; or
3. Harmful to minors.

HARMFUL TO MINORS. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

SEXUAL ACT; SEXUAL CONTACT. The terms "sexual act" and "sexual contact" have the meanings given such terms in section 2246 of title 18, United States Code.