

PYLUSD Bring Your Own Device (BYOD) Student & Parent Information

Purpose

Providing students and staff with a 21st century digital learning environment is part of Placentia-Yorba Linda Unified School District's (PYLUSD) strategic plan. To that end, PYLUSD will permit students to bring their own technology devices (laptops, smart phones, eReaders, iPads, etc.) to use at specified times during the school day. The purpose of these devices is to enhance learning in the classroom and will be allowed when deemed appropriate by the individual teacher. In addition to bringing their own devices, students will have access to their own Google Apps account, including Gmail, within the PYLUSD domain. With teacher approval, students may use their devices in the classroom to access and save information from the internet, communicate and collaborate with other learners and utilize the productivity tools available to them through their student Google Apps accounts.

The BYOD program is designed to help students keep up with the demands of the 21st Century. Helping students become responsible digital citizens will enhance not only what we do in the classroom, but also give students authentic experiences to build their skills in collaboration, creativity, communication and critical thinking to prepare them for college and career.

Acceptable Use

Using devices for school work will require that students expand their concept of school community to include the community they will be interacting with online. Appropriate use of devices and rules concerning devices apply from the time the students enter campus, until they leave at the end of the day. Devices may not be used to disrupt the educational environment or violate the rights of others. Using the device to cheat, violate school conduct rules, harass/bully students or staff, or using the device for unlawful purposes will subject the student to disciplinary action in accordance with the school's code of conduct. Serious offenses will be reported to the local authorities.

Students are expected to comply with the PYLUSD Acceptable Use Agreement, as well as encouraged to adhere to the following:

- Record the serial number of device(s) for future reference. Consider using a "Find your Device" program to help track your device(s), in case of loss or theft.
- Bring headphones/earbuds to use with device(s).
- Place device(s) on silent/vibrate while working in class unless permission is granted from your teacher for instructional purposes.
- Personal device(s) should not be loaned to other students.
- For document storage, students are encouraged to utilize alternative methods such as emailing documents to themselves or utilizing a "cloud" storage program.
- Clearly label device(s) and power cords with student name.

- Always turn off and secure mobile device(s) after each use.
- Parents and students should monitor all activity on devices and accounts.
- Mobile device(s) should be brought to school fully charged.
- Keep your device secured at all times.

The following are of a more serious nature and can lead to student discipline issues.

- Do not access or store inappropriate content on device(s) as stated in the PYLUSD Student Acceptable Use Policy.
- Do not send, post, or possess materials that are inappropriate, abusive, obscene, pornographic, sexually oriented, threatening, harassing, or damaging to another's reputation, or illegal, including cyber bullying and "sexting".
- The possession of pornographic images or video on any electronic device is prohibited.
- Do not access District resources, including the network, to knowingly alter, damage, or delete District property or information.
- Ask permission before recording an individual or group. PYLUSD retains the rights concerning any recording and/or publishing of any student or staff member's work or image. Recording the voice or image of another on school property in any way that disrupts the educational environment, invades the privacy of others (staff or students) is prohibited.
- Video, or photographs that reveal parts of the body (ordinarily covered by clothing) is prohibited.
- Files stored on district servers are not private. There is no expectation of privacy.

Wireless Access

When a student brings his/her own device to a school campus, it is mandatory that the device utilize the PYLUSD wireless network. For example, a PYLUSD student will choose the "student" wireless ID to browse the Internet. Once on the PYLUSD wireless network, all users will have filtered internet access, just as they would on a District-owned device. An additional benefit when connecting to the District network is that no data plan usage is utilized.

Frequently Asked Questions

Q. What if a student does not have access to a mobile device? Will their grades suffer?

A. No, if students do not have access to a personal device, they will be provided with an alternate way of completing the assignment. A district-owned device may be provided based on availability.

Q. A student needs to print a document. Why is there not a printer listed when they try to print?

A. Like shared folders, printers are networked differently on the campus and will not be available when students login to the Guest network from a personal device.

Q. What happens if a student breaks or loses their device while at school?

A. Students may bring their device to school at their own risk, just like any other personal item. The district is not responsible for lost, stolen, damaged or misplaced devices.

Q. Do students really need to bring a device to school? Isn't a home computer adequate?

A. A desktop computer at home can certainly be an asset for any student. However, instruction that supports technology tools focuses on the benefits students receive from having a personal information access tool that enables anytime, anywhere learning. It's not just about having access to a computer; it's about having a computer available whenever needed to assist learning. However, PYLUSD does not require students to bring their own device and students will not be penalized if they cannot bring a device.

Q. When can students use their device while at school?

- A. Before school *Only for 9-12 students*
- After school..... *Yes*

- In class when teacher authorizes use for learning..... *Yes*
- During passing periods*Only for 9-12 students*
- During lunch *Only for 9-12 students*

Q. How would a student access the internet using their own device?

A. Most laptops or other personal technology devices (smart phones), will detect a wireless connection when available. The device should prompt the user to join an available network. When prompted, choose the student wireless ID from the list ("Students").

Q. If a student cannot get a device to connect to the network, can they get help from someone on campus?

A: Due to the wide variety of devices that students might bring, PYLUSD teachers and staff will not be able to troubleshoot individual devices during the school day. Parents and students are encouraged to resolve connection issues before bringing devices to school.

Q. Will students have to use their own data plan to access the Internet when on campus?

A. Free wireless access is provided by PYLUSD . Students **must** use the PYLUSD wireless connection when on campus. PYLUSD is not responsible for personal charges accessing other wireless connections or data charges. Using their own wireless provider during school is a breach of both agreements and the violation may result in disciplinary action.

Q. How do students save their work?

A. It is encouraged that students email documents to them self or utilize "cloud" storage systems to store their files. The Google Drive is available for all PYLUSD students and staff.

Q. Are students still held accountable for the Acceptable Use Agreement even though this is their own personal mobile device?

A. Yes. The Acceptable Use Agreement for PYLUSD remains in effect even when students are using their own devices.

Q. What are the key considerations if a family is interested in purchasing a device for their student?

A. PYLUSD wants to build a culture where students see portable computing devices as academic tools and they begin to bring these tools to school in the same way they bring textbooks, pencil and paper. The device should be durable but not cumbersome or bulky. It should be robust enough to word process and access the network efficiently. *We believe that devices that have larger screen sizes, a physical keyboard, a battery that can last beyond four hours, and the ability to run the Google Apps for Education in a modern browser (Chrome is an example) will provide your student the best experience.*