

**Manhattan Beach Unified School District  
Technology Usage Agreement**

Technological tools and computer networks are to be used in a responsible, efficient, ethical, and legal manner by students in the Manhattan Beach Unified School District classrooms. Failure to adhere to the District's policy and guidelines as outline below will result in revocation of the users' access privileges by the District and may result in disciplinary/legal action. A signed Technology Use Agreement must be on file before technology privileges are granted.

**Prohibited Use:**

- Unauthorized use or distribution of copyrighted material.
- Use of threatening or obscene material.
- Use for commercial activities.
- Use for product advertisement or political lobbying.
- Use of home computer products at school.
- Vandalism which is defined as using any malicious attempt to harm or destroy technological hardware, networks, Internet access, documents or programs is prohibited. This includes, but is not limited to, creating or uploading/downloading inappropriate programs, virus', or information.
- Harassment, which is defined as annoying other users or interfering in other users' work, is prohibited. This includes, but is not limited to, the sending of unwanted mail, improper telephone usage, and inappropriate electronic materials.

**Appropriate Usage:**

- Minimum competency must be demonstrated to use technologies.
- Be polite and do not use vulgar or other offensive language.
- Use caution when revealing personal information. Electronic communications are not guaranteed private.
- Do not intentionally disrupt the network or other users.
- Abide by accepted rules of network etiquette.

**Security Precautions:**

- If a student/user identifies a security problem, notify an instructor immediately.
- Using another user's ID, log-in, account, e-mail, web address, or phone code is prohibited.
- Tampering with settings, moving, reconfiguring or deliberately damaging/defacing any technology equipment is prohibited.
- Collecting, reading, copying or destroying products/data other than own work is prohibited.
- Creating, demonstrating or identifying a security problem to other students is prohibited.
- Revealing your account/password or allowing another person to use your account is prohibited.

Any user violating these provisions, applicable state and federal laws or classroom, school and district rules is subject to loss of privileges and disciplinary options, including criminal prosecution. School and district administrators will make the final determinations on any computer violations and their decisions will be final.



**Technology Usage Agreement**

**Student Name:** \_\_\_\_\_

**Print**

**Student's Agreement:**

*I have read the Board Policy and Administrative Regulation on Technology Use for Manhattan Beach Unified School District, I understand fully and agree to abide by the principles and guidelines it contains. In addition, I have read and agree to refrain from those actions that are considered unacceptable and adhere to the proper use of technology resources.*

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Parent's/Guardian's Agreement:**

*As a parent/guardian of this student, I have read the Technology Use Agreement as outlined above and discussed it with my child. I understand that this access is designed for educational purposes. I hereby give permission to the Manhattan Beach Unified School District to allow my child use of appropriate technologies in the classroom with the understanding that failure to adhere to these policies may result in disciplinary action. I acknowledge that the school district may not be able to restrict access to all controversial materials. I will not hold the district responsible for information/materials my child acquires through use of district technology.*

Parent/Guardian Signature: \_\_\_\_\_

Date \_\_\_\_\_