Ian Kleman, Principal   Dewey Hupke, Assistant Principal
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7-12 Acceptable Use Agreement

Section 1: Purpose of Technology Use

The Independence Community School District (ICSD) provides technology resources to its students solely for educational purposes.Through technology, the district provides access for students and staff to resources around the world. Expanding technologies take students and staff beyond the confines of the classroom, and provide tremendous opportunities for enhancing, extending, and rethinking the learning process. The goal in providing these resources is to promote educational excellence in the district by facilitating resource sharing, innovation, and communication with the support and supervision of parents, teachers, and support staff.

Section 2: The Opportunities and Risks of Technology Use

With access to computers and people all over the world comes the potential availability of material that may not be considered to be of educational value in the context of the school setting, or that may be harmful or disruptive. Because information on networks is transitory and diverse, the ICSD cannot completely predict or control what users may or may not locate. The Board of Education believes that the educational value of limited access to the information, interaction, and research capabilities that technology offers outweighs the possibility that users may obtain or encounter material that is not consistent with the educational goals of the district.

The district has installed, and updates, periodically filtering software to limit users' Internet access to materials that are obscene, pornographic, harmful to children, or otherwise inappropriate, or disruptive to the educational process, notwithstanding that such software may in certain cases block access to other materials as well. At the same time, the ICSD cannot guarantee that filtering software will, in all instances, successfully block access to materials deemed harmful, indecent, offensive, pornographic, or otherwise inappropriate. The use of filtering software does not negate or otherwise affect the obligations of users to abide by the terms of this policy and to refrain from accessing such inappropriate materials.

No technology is guaranteed to be error-free or totally dependable, nor is it safe when used irresponsibly. Among other matters, the ICSD is not liable or responsible for:

- Any information that may be lost, damaged, or unavailable due to technical, or other difficulties;
- The accuracy or suitability of any information that is retrieved through technology;
- Breaches of confidentiality;
- Defamatory material; or
- The consequences that may come from failure to follow District policy 605.6 and procedures governing the use of technology. https://www.independence.k12.ia.us/wp-content/uploads/2018/09/600-Series-Education-Program-09-18-2018.pdf

Section 3: Privileges and Responsibilities

The ICSD''s electronic network is part of the curriculum and is not a public forum for general use. The expectation is student access technology only for educational purposes. The actions of student users accessing networks through the district reflect on the district; therefore, student

users must conduct themselves accordingly by exercising good judgment and complying with this policy and any accompanying administrative regulations and guidelines. Students are responsible for their behavior and communications using the ICSD's computers and networks.

Student users of technology shall:
- Secure computer in locker, **not** on top of their locker. There may be consequences for students leaving devices on top of lockers that may include, but not limited to loss of computer privileges.
- Comply with copyright laws and software licensing agreements.
- Understand that email and network files are not private. Network administrators may review files and communications to maintain system integrity and monitor responsible student use.
- Respect the privacy rights of others.
- Be responsible at all times for the proper use of technology, including proper use of access privileges, complying with all required system security identification codes, and not sharing any codes or passwords.
- Maintain the integrity of technological resources from potentially damaging messages, physical abuse, or viruses.
- Keep their computer charged and in the proper carrying case provided by the school.
- Report all damage done to the computer to Mr. Ohrt or school administration and not attempt to personally repair the device.
- Use only the school provided AC adapter charger for their Chromebook.
- Keep the computer free of stickers, decorations, scuff/scratches, and/or writing.

Students may not use the ICSD's technology, including property issued under the 1:1 program, for improper uses. These uses include, but are not limited to:
- Any and all illegal purposes;
- Any and all obscene or pornographic purposes, including, but not limited to, retrieving or viewing sexually explicit material;
- Any and all discriminatory purposes, including harassment and bullying of individuals on race, gender, religion, sexual orientation, or disability, among others;
- Any and all purposes that would violate state, federal or international law, including
    - Student right to privacy and the confidential maintenance of certain information including, but not limited to, a student's grades and test scores,
    - Copyright laws;
    - Cyberbullying laws; and
    - Sexting laws.
- Any use of profanity, obscenity, or language that is offensive or threatening;
- Reposting or forwarding of junk mail, chain letters, or inappropriate or offensive jokes,
- Obtaining financial gain or Transacting any business of commercial activities;
- Plagiarizing (claiming another person's writings as your own;
- Political advocacy
- Allowing others to use property issued under the program without authorization, including students whose access privileges have been suspended or revoked;
- Soliciting or distributing information with the intent to incite violence, cause personal harm, damage a person's character, or to harass another individual.

Section 4: Safety
Students must take steps to ensure their safety on the internet, including, but not limited to, the following rules:

- Students should never give out identifying information such as home address, school name, or telephone number to others on the Internet or by email, including in a public message such as chat room or newsgroups. If a person asks for such personal information, students must have approval of their parent or guardian before providing the information.
- Students should not post photographs of themselves in newsgroups or on websites that are available to the public.
- Students should not arrange a face-to-face meeting with someone they "meet" on the internet or by email without parent/guardian permission. If a meeting is arranged, the meeting must be in a public place and the student's parent/guardian must attend.
- Student Users should not respond to messages that are suggestive, obscene, belligerent, threatening, or make a student user feel uncomfortable. If a student receives such a message, he or she should provide a copy of the message to his or her parent or guardian immediately. If the message requires school action (i.e. bullying, harassment, threatening speech) the student or student's parent should provide a copy of the correspondence to the Independence Jr/Sr High School administration. Administration will make the final determination if school action is warranted.

The district recommends parents/guardians read and follow the U.S. Department of Justice Guidelines for parents/guardians on Internet safety located at: https://www.justice.gov/criminal-ceos/children-internet-safety

Section 5: Disciplinary Actions
Violations of this policy or any administrative regulations and guidelines governing the use of technology, may result in disciplinary action which could include the loss of network access, loss of technology use, suspension or expulsion, and/or other appropriate disciplinary action. Violations of local, state or federal law may subject students to prosecution by appropriate law enforcement authorities.

Section 6: Damage/Breakage
The district does charge students for damages to the Chromebooks. All bills and fines involving students will be handled through the main office and must be paid as soon as possible. A student's bill must be paid before graduation from Independence Jr/Sr High School. The administration reserves the right to reduce/eliminate fines for extenuating circumstances.

When damage occurs to a student device, whether accidental or intentional, he/she may be held accountable for the replacement costs on the following scale:
- First incident up to $25.
- Second incident up to $100.
- Third incident, up to the FULL replacement cost of the device.

If any breakage/damage to the Chromebook is egregious and/or intentional, administration has the right to alter the above monetary consequences, and the student may be responsible for the entire replacement cost of the Chromebook.

If the charger is lost, the student will pay $15 for replacement for the charger. This will not count on the damage to the computer.