
7540.03 - STUDENT NETWORK AND INTERNET ACCEPTABLE USE AND SAFETY AND HIGH SCHOOL 1:1 TECHNOLOGY AGREEMENT

Technology has fundamentally altered the ways in which information is accessed, communicated, and transferred in society. As a result, educators are continually adapting their means and methods of instruction, and the way they approach student learning, to incorporate the vast, diverse, and unique resources available through the Internet. The Board of Education provides students with access to the Internet for limited educational purposes only and utilizes online educational services to enhance the instruction delivered to its students. The District's Internet system does not serve as a public access service or a public forum, and the Board imposes reasonable restrictions on its use consistent with its limited educational purpose. This policy and its related administrative guidelines and the Student Code of Conduct govern students' use of the District's computers, laptops, tablets, personal communication devices (as defined by Policy 7530.02), network, Internet connection, and online educational services (collectively referred to as "Education Technology" or "Ed-Tech"). The due process rights of all users will be respected in the event there is a suspicion of inappropriate use of the Education Technology. Users have no right or expectation to privacy when using the Ed-Tech (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity while on the District's network and Internet).

The Board encourages students to use the Education Technology in order to promote educational excellence in our schools by providing them with the opportunity to develop the resource sharing, innovation, and communication skills and tools that are essential to both life and work. The instructional use of the Internet and online educational services is guided by the Board's policy on instructional materials.

The use of the electronic resources, technologies, and the Internet must be in support of education and consistent with the educational objectives and priorities of the WVBE. Use of other networks or computing resources must comply with the rules appropriate for that network and copyright compliance. Users must also be in compliance with the rules and regulations of the network provider(s) serving the county and its schools.

The Internet is a global information and communication network that provides an incredible opportunity to bring previously unimaginable education and information resources to our students. The Internet connects computers and users in the County with computers and users worldwide. Through the Internet, students and staff can access up-to-date, highly relevant information that will enhance their learning and the education process. Further, the Internet provides students and staff with the opportunity to communicate with other people from throughout the world. Access to such an incredible quantity of information and resources brings with it, however, certain unique challenges and responsibilities.

First, and foremost, the Board may not be able to technologically limit access to services through the Board's Internet connection to only those that have been authorized for the purpose of instruction, study and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen materials prior to student use to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any publicly available file server in the world, will open classrooms and students to electronic information resources which have not been screened by educators for use by students of various ages.

The West Virginia Department of Education (WVDE), approved service provider, and other State agencies operate the State-wide infrastructure to provide Internet access for all Pre-K-12 public schools. Pursuant to Federal law, the State has implemented technology protection measures, which protect against (e.g., filter or block) access to visual displays/depictions/materials that are obscene, constitute child pornography, and/or are harmful to minors, as defined by the Children's Internet Protection Act (CIPA). Filtering will be installed at the State level at the two (2) points of presence (POPs) for Internet access. This will provide filtering for all public schools in a cost effective manner and with efficient management and enable County/schools to meet the CIPA and E-Rate guideline requirements for filtering.

The Board may add other electronic filters at the local level.

The Board will use technical protection measures to guard against (i.e., filter or block) access to obscene visual displays/depictions, child pornography, and other materials that are harmful to minors, as defined by CIPA. At the discretion of the Board and/or the Superintendent, the Technology Protection Measures may be configured to protect against access to other material considered inappropriate for students to access. The Technology Protection Measures may not be intentionally disabled at any time when students may be using the Network, if such disabling will cease to protect against access to materials that are prohibited under CIPA. Any student who attempts to disable the technology protection measures will be subject to discipline.

The Superintendent or Coordinator of Technology may temporarily or permanently unblock access to sites containing appropriate material, if access to such sites has been inappropriately blocked. The determination of whether material is appropriate or inappropriate shall be based on the content of the material and the intended educational use of the material.

Parents are advised that a determined user may be able to gain access to services and/or resources on the Internet that the Board has not authorized for educational purposes. In fact, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents may find inappropriate, offensive, objectionable, or controversial. Parents assume risks by consenting to allow their child to participate in the use of the Internet. Parents of minors are responsible for setting and conveying the standards that their children should follow when using the Internet. The Board supports and respects each family's right to decide whether to apply for independent student access to the Internet.

Pursuant to Federal Law, students shall receive education about:

- A. safety and security while using e-mail, chat rooms, social media, and other forms of direct electronic communications;
- B. the dangers inherent with the online disclosure of personally identifiable information;
- C. about the consequences of unauthorized access (e.g., "hacking") cyberbullying and other unlawful or inappropriate activities by students online; and
- D. unauthorized disclosure, use, and dissemination of personal information regarding minors.

Staff members shall provide instruction for their students regarding the appropriate use of technology and online safety and security as specified above. Furthermore, staff members will monitor the online activities of students while at school.

Monitoring may include, but is not necessarily limited to, visual observations of online activities during class sessions, or use of specific monitoring tools to review browser history and network, server, and computer logs.

Building principals are responsible for providing training so that Internet users under their supervision are knowledgeable about this policy and its accompanying guidelines. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of the Internet. Such training shall include, but not be limited to, education concerning appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response. All Internet users (and their parents if they are minors) are required to sign a written agreement to abide by the terms and conditions of this policy and its accompanying guidelines.

Transmission of any material in violation of any U.S. or State law or regulation is prohibited. This includes, but is not limited to, copyrighted material, threatening, abusive, or obscene materials, or material protected by trade secrets. Use for commercial activities by for-profit institutions is generally not acceptable. Use for product advertisement or political lobbying is also prohibited. Illegal activities and privacy and safety violations of the Children's Online Privacy Protection Act (COPPA) and CIPA are strictly prohibited.

Students are responsible for good behavior on the Board's computers/network and the Internet just as they are in classrooms, school hallways, and other school premises and school sponsored events. Communications on the Internet are often public in nature. General school rules for behavior and communication apply, including the Student Code of Conduct. The Board does not sanction any use of the Internet that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines. Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users granted access to the Internet through the Board's computers, and their guardians, assume personal responsibility and liability, possibly both civil and criminal, for uses of the Internet not authorized by this Board policy and its accompanying guidelines. All student use of Internet-related applications must be authorized by the educator.

The WVDE reserves the right to monitor, inspect, investigate, copy, review, and store, without prior notice, information about the content and usage of any network and system files, user files, disk space utilization, applications, bandwidth utilization, document files, folders, electronic communications, e-mail, Internet access, and any and all information transmitted or received in connection with networks, e-mail use, and web-based tools.

Students shall not access social media for personal use from the Board's network, but may be permitted to access social media for educational use in accordance with their teacher's approved plan for such use.

Based upon the Acceptable Use and Safety guidelines outlined in West Virginia State Board of Education policy 2460, the State Superintendent, the WVDE and the WVNET system administrators will determine what appropriate use is, and their decision is final. Also, the system administrator and/or local teachers may deny user access at any time.

Downloading, copying, duplicating, and distributing software, music, sound files, movies, images, or other copyrighted materials without the specific written permission of the copyright owner is generally prohibited. However, the duplication and distribution of materials for educational purposes are permitted if and when such duplication and distribution fall within the Fair Use Doctrine of the United States Copyright Law (Title 17, United States Code <http://copyright.gov/title17>) and content is cited appropriately.

The Board designates the Superintendent and the Director of Secondary Education as the administrators responsible for initiating, implementing, and enforcing this policy and its accompanying guidelines as they apply to students' use of the Network.

Jackson County Schools High School 1:1 Technology Program

High School 1:1 Technology Program

Following the successful completion of the 1:1 Pilot Programs in both high schools, the Jackson County Board of Education approved funding which will allow for full implementation of a 1:1 laptop environment at both high schools.

1:1 Technology Project Goals

- Enhance and increase student engagement and achievement
- Maximize instructional time available during the school day
- Enrich and motivate students by creating a positive learning environment
- Teach responsible digital citizenship to students
- Create a high quality learning environment and utilize 21st century workforce tools to prepare students for college and careers

Equipment Provided

Students participating in the 1:1 Technology Program will be assigned the following equipment:

- 11" MacBook Air Laptop w/ power cord for charging
- Backpack for storage and transport of the laptop

A Word to Students

Jackson County Schools is embarking on an exciting journey designed to assist and promote your learning. As students, you are a critical component in the success of this bold and exciting educational venture. The device provided by Jackson County Schools is provided as an important tool to assist you in your education. It is hoped that you will see this opportunity as both a privilege and great responsibility as you are in a position to impact future educational opportunities for students across Jackson County. You must exercise special care of the equipment and make wise decisions, both in and out of the classroom, in the appropriate and proper use of this powerful educational tool.

Student Expectations/Responsibilities

Students must accept the following responsibilities:

1. As with all school property assigned to you, you are responsible for returning it in excellent condition and will be financially responsible for loss and/or damage. Additional information regarding loss/damage will be addressed later in this document.
2. The laptop, fully charged, and power cord must be brought to school daily.
3. Laptop, when in transit, must be placed in the backpack provided by JCS.
4. Students will be permitted to customize the backpack provided by JCS by using luggage tags, key chains, ribbons/scarves, etc. Permanent alteration or application of stickers on backpacks is not permitted.

5. Laptop must be brought daily to class.
6. At school, if the laptop is not in the possession of the student, it must be placed in a secured locker or other approved secure location approved by the administration.
7. Laptop may be used in other classes at the sole discretion of the classroom teacher.
8. Student may also access laptop on campus before school, during their lunch period, and after school.
9. While on the school bus, being transported to and from school, laptop must be stored in the backpack provided by JCS.
10. During extracurricular trips only, students will be permitted to use the laptop on the school bus to complete class related assignments/activities.
11. Students are responsible for securing laptop while involved in extracurricular activities.
12. The student assigned to the laptop is entirely responsible for all content viewed, created and/or stored on the device.
13. Materials viewed, created and/or stored on device, at any time, must be compliant with the Acceptable Use Policy (AUP), WV Board of Education Policies 4373 and 2460, as well as all county and school policies. Policy violations subject students to the following consequences: 1) restricted use of device, 2) total loss of device use, 3) and/or disciplinary action.
14. Students/parents must be aware that devices are school property and subject to search and/or confiscation at any time.
15. Student must report device malfunctions, damage, and or loss/theft to school officials immediately.

Parameters of Student Use

While the device assigned to students is the property of Jackson County Schools and is to be used for academic purposes, the student is permitted to load some personal materials (music, pictures) on the device as long as such use complies with the AUP and discipline policies. The downloading of unapproved software and/or apps (e.g. games, hacks, servers, etc.) onto the device is not permitted. The student may not make permanent markings or place stickers on the device. The use of a personalized cover is permitted so long as the content or artwork displayed on the cover does not violate parameters set by the school as it relates to promoting the use of drug, alcohol, other illegal substances, or use of profanity. When the device is connected to the internet, whether at school or home, the web filtering provided by the West Virginia Department of Education will be in place.

Students are put on notice that when the devices are returned at the end of the school year, anything stored on the device is subject to being deleted as a part of the routine maintenance of devices.

Devices assigned to students in a subsequent school year will be the same device previously assigned to the student. Students should exercise extreme care and caution with the device since they may be utilizing that same device for multiple years.

Breakage/Loss/Theft of the Device

As with all school property, the student is responsible for returning the device in acceptable condition and the student/parent is financially responsible for loss or damage. If a parent or student wishes to investigate the purchase of a low cost insurance policy at their expense, it is suggested that they contact their personal insurance agent and inquire about coverage to insure "personal articles". Based on information provided to JCS, the cost of coverage may be as low as \$25 depending on your insurance company. The purchase of insurance by the student/parent is suggested, but not required.

In the event of damage, loss, theft or breakage, the student must report the incident to school officials immediately. School officials will investigate the report to determine the individual(s) financially responsible for repair and/or replacement of the device. Vandalism of the device will result in financial responsibility for the repair/replacement of the device and disciplinary action. Claims of theft must be

accompanied by a police report. Due to the monetary value of the device, theft of the device would constitute a felony.

In the event that the student responsible for the damage is unable to immediately meet the financial obligation for repairs and/or replacement, arrangements may be made with school administrators to set up a payment schedule and/or in limited circumstances arrange for community service to meet the obligation.

While students are responsible for the condition of the device in their possession, some normal wear and tear is expected over the usable life of the device. While normal wear does not include breakage of screens or other acts that impact the operation of the device, some dents, dings, and scratches on the exterior of the device might be expected. Students are reminded that they will be assigned the same device over multiple school years, so it is to their advantage to maintain the device in as "new" condition as possible.

The school system will be prepared with a limited number of "loaner" devices at each school in the event that the laptop assigned to the student is unavailable due to repair, loss, or theft. The "loaner" device is designed to be a short term arrangement to meet student instructional needs while a device is being repaired or replaced.

Student Acceptance:

The Acceptable Use Policy and the Jackson County Schools 1:1 Technology Program agreement were provided to me on the device assigned to me by Jackson County Schools. I have read the Acceptable Use Policy and the Goals and Responsibilities associated with the Jackson County Schools 1:1 Technology Program for the 2016-2017 school term and agree to participate and operate within the parameters of the Acceptable Use Policy and the 1:1 Technology Initiative. I understand that any violation of the policy is unethical and in some cases may constitute a criminal offense. Should I commit a violation of this policy, my access privileges may be revoked and school disciplinary action and/or appropriate legal action may be taken. Since all files are on a public network and/or on equipment owned by the school system, I understand that my files and device may be subject to examination at any time.

Student's Name (printed): _____

Student's Signature: _____

Date: _____

Parent/Guardian Acceptance:

The Acceptable Use Policy and the Jackson County Schools 1:1 Technology Program agreement were provided to my child on the device assigned to them by Jackson County Schools. I have read the Acceptable Use Policy and the Goals and Responsibilities associated with the Jackson County Schools 1:1 Technology Program for the 2016-2017 school term and understand that my child must operate within the parameters of the Acceptable Use Policy and the 1:1 Technology Initiative. I have discussed appropriate and inappropriate use of the computer network, and the device assigned to them, with my child. I understand that there are text and graphic files/sites on the Internet which are inappropriate for minors and while filtering and monitoring efforts will be in place, network administrators cannot monitor all use. While schools will monitor students' usage of the network, my child is ultimately responsible for his/her actions, and the school will not be held responsible for materials which my child might access.

Parent/Guardian's Name (printed): _____

Parent/Guardian's Signature: _____

Date: _____