

**Killingly Public School District**  
**MANDATORY STUDENT & PARENT iPad USAGE AGREEMENT**  
**2019-2020**

PLEASE PRINT ALL INFORMATION

Student Name \_\_\_\_\_  
Last Name First Name Student Grade

Parent Name \_\_\_\_\_  
Last Name First Name

Parent Email Address \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

In this agreement, "we", "us", and "our" means the District. "You" and "your"  
means the parent/guardian and student enrolled in Killingly Public Schools.  
The "property" is an iPad owned by Killingly Public Schools-

**Terms:** You will pay a nonrefundable annual use and maintenance fee of \$50 towards warranty and insurance services at the beginning of each school year. Once possession of the iPad has occurred refunds are not allowed.

You will comply at all times with the Killingly Public School District's Parent/Student Handbook and Acceptable Use Policy, incorporated herein by reference and made a part hereof for all purposes. Any failure to comply may terminate your rights of possession effective immediately and the District may repossess the property.

**Title:** Legal title to the property is in the District and shall at all times remain in the District. Your right of possession and use is limited to and conditioned upon your full and complete compliance with this Agreement and the Parent/Student Handbook.

**Loss or Damage:** If the property is damaged, lost, or stolen, you are responsible for reporting this to the District by the next school day after the occurrence. There is a \$50 deductible for accidental damage. In the event of non-accidental damage, you are responsible for the cost of repair, and if the device is not repairable, you are responsible for the fair market value replacement cost. There is a \$50 deductible for theft, provided a police report is submitted to the District within 48 hours of theft occurrence; otherwise it will be considered a loss. In the event of loss of property, you are responsible for the fair market value replacement cost.

Any previously owed technology fees will be addressed administratively.  
Seniors **MUST** clear all records and pay all fees before participating in graduation ceremonies.

**Repossession:** If you do not timely and fully comply with all terms of this Agreement and the Parent/Student Handbook, including the timely return of the iPad and associated materials, the District shall be entitled to come to your place of residence, or other location, to take possession of the property.

**Term of Agreement:** Your right to use and possession of the iPad terminates no later than the last day of the school year unless earlier terminated by the District or upon withdrawal from the District.

**Appropriation:** Your failure to timely return the property and the continued use of it for non-school purposes without the District's consent may be considered unlawful appropriation of the District's property.

**Signatures:**

\_\_\_\_\_  
Parent or Guardian Signature

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

\_\_\_\_\_  
Date

**For Office Use Only:**

**Total Payment amount: \$50**

**Cash Amount:** \_\_\_\_\_

**Notes:** \_\_\_\_\_

**Check Amount:** \_\_\_\_\_

**Serial #:** \_\_\_\_\_

**Check Number:** \_\_\_\_\_

# Student Guidelines for Acceptable Use of Technology Resources

These guidelines are provided here so that students and parents are aware of the responsibilities students accept when they use district-owned computer hardware, operating system software, application software, stored text, data files, electronic mail, local databases, CD-ROMs, digitized information, communications technologies and internet access. In general, this requires efficient, ethical and legal utilization of all technology resources.

## Monitoring

Students are responsible for good behavior on school computer systems just as they are in a classroom or a school hallway. Communications on the computer systems are often public in nature and general school rules for behavior and communications apply. It is expected that users will comply with district standards and will act in a responsible and legal manner, at all times in accordance with district standards, as well as with state and federal laws.

It is important that students and parents understand that the district, as the owner of the computer systems, reserves the right to monitor and review the use of these computer systems. The district intends to monitor and review in a limited fashion, but will do so as needed to ensure that the systems are being used for district-related educational purposes.

As part of the monitoring and reviewing process, the district will retain the capacity to bypass any individual password of a student or other user. The system's security aspects, such as personal passwords and the message delete function for e-mail, can be bypassed for these purposes. The district's ability to monitor and review is not restricted or neutralized by these devices. The monitoring and review process also includes, but is not limited to; oversight of Internet site access, the right to review emails sent and received, the right to track students' access to blogs, electronic bulletin boards and chat rooms, and the right to review a student's document downloading and printing.

Therefore, all users must be aware that they should not have an expectation of personal privacy in the use of these computer systems.

## Expectations

- a. All Killingly High School student **MUST** have an iPad. (Administrative approval is required otherwise)
- b. Student use of computers, other technology hardware, software and computer networks including the internet is only allowed when supervised or granted permission by a staff member.
- c. All users are expected to follow existing copyright laws. Copyright guidelines are posted and/or available in the media center and posted on the Killingly High School website.
- d. Although the District has an Internet safety plan in place, students are expected to notify a staff member whenever they come across information or messages that are inappropriate, dangerous, threatening, or make them feel uncomfortable.
- e. Students who identify or know about a security problem are expected to convey the details to their teacher without discussing it with other students.
- f. If a student's iPad is broken, lost, or stolen twice, that student must meet with administration to determine the course of action for future technology use.

## **Unacceptable conduct includes, but is not limited to the following:**

- a. Using the network for illegal activities, including copyright, license or contract violations, downloading inappropriate materials, viruses, and/or software, such as but not limited to hacking and host file sharing software.
- b. Using the network for financial or commercial gain, advertising, or political lobbying.
- c. Accessing or exploring on-line locations or materials that do not support the curriculum and/or are inappropriate for school assignments, such as but not limited to pornographic sites.
- d. Vandalizing and/or tampering with equipment, programs, files, software, system performance or other components of the network. Use or possession of hacking software is strictly prohibited.
- e. Causing congestion on the network or interfering with the work of others, e.g., chain letters or broadcast messages to lists or individuals.
- f. Intentionally wasting finite resources, i.e., on-line time, real-time music.
- g. Gaining unauthorized access anywhere on the network.
- h. Revealing the home address or phone number of one's self or another person.
- i. Invading the privacy of other individuals.
- j. Using another user's account, password, or ID card or allowing another user to access your account, password, or ID.
- k. Coaching, helping, observing or joining any unauthorized activity on the network.
- l. Forwarding/distributing E-mail messages without permission from the author.
- m. Posting anonymous messages or unlawful information on the system.
- n. Engaging in sexual harassment or using objectionable language in public or private messages, e.g., racist, terroristic, abusive, sexually explicit, threatening, stalking, demeaning or slanderous.
- o. Falsifying permission, authorization or identification documents.
- p. Obtain copies of, or modify files, data or passwords belonging to other users on the network.
- q. Knowingly placing a computer virus on a computer or network.

## **Acceptable Use Guidelines – Killingly Public School District Network Computer On-Line Services**

- a. General Guidelines
  - (1) Students will have access to all available forms of electronic media and communication which is in support of education and research and in support of the educational goals and objectives of the Killingly Public Schools.
  - (2) Students are responsible for their ethical and educational use of the computer on-line services at the Killingly Public Schools..
  - (3) All policies and restrictions of the on-line services must be followed.
  - (4) Access to the Killingly Public Schools computer on-line services is a privilege and not a right. Each employee, student and/or parent will be required to sign the Acceptable Use Policy Agreement Sheet and adhere to the Acceptable Use Guidelines in order to be granted access to computer online services.
  - (5) The use of any computer on-line services at the Killingly Public School District must be in support of education and research and in support of the educational goals and objectives of the Killingly Public Schools.
  - (6) When placing, removing, or restricting access to specific databases or other computer on-line services, school officials shall apply the same criteria of educational suitability used for other education resources.
  - (7) Transmission of any material in violation of any federal or state law is prohibited. This includes, but is not limited to: confidential information, copyrighted material, threatening or obscene material, and computer viruses.

- (8) Any attempt to alter data, the configuration of a computer, or the files of another user, without the consent of the individual, campus administrator, or technology administrator, will be considered an act of vandalism and subject to disciplinary action in accordance with the Student Code of Conduct.
- (9) Parents concerned with the computer on-line services at their child's school should refer to the Killingly Public Schools 1312, Challenged Material policy and follow the stated procedure.
- (10) Any parent wishing to restrict their children's access to any computer on-line services will provide this restriction request in writing. Parents will assume responsibility for imposing restrictions only on their own children.

b. Network Etiquette

- (1) Be polite.
- (2) Use appropriate language.
- (3) Do not reveal data (home address, or phone numbers of other people).
- (4) Remember that the other users of the computer on-line services and other networks are human beings whose culture, language, and humor have different points of reference from your own.

c. E-Mail

- (1) E-mail should be used for educational or administrative purposes only.
- (2) E-mail transmissions, stored data, transmitted data, or any other use of the computer on-line services by students, employees or other user shall not be considered confidential and may be monitored at any time by designated staff to ensure appropriate use.
- (3) All e-mail and all contents are property of the District.

## Consequences

The student in whose name a system account and/or computer hardware issued will be responsible at all times for its appropriate care and use.

Noncompliance with the guidelines published here, in the Student Code of Conduct and in Board Policy may result in suspension or termination of technology privileges and disciplinary actions. Use or possession of hacking software is strictly prohibited and violators will be subject to Phase III consequence of the Code of Conduct. Violation of applicable state or federal law will result in criminal prosecution and/or disciplinary action by the District.

Electronic mail, network usage, and all stored files shall not be considered confidential and may be monitored at any time by designated district staff to ensure appropriate use.

The District cooperates fully with local, state or federal officials in any investigation concerning or relating to violations of computer crime laws. Proper authorities will be given access to contents of email and network communications.

**iPad and technology use agreement:**

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

**Parent or Guardian Signature:** \_\_\_\_\_