

2020-2021



Duncanville ISD

Student BYOD

Administrative Guidelines



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Bring Your Own Device

As part of this plan, Duncanville ISD will allow students the opportunity to bring their own personal mobile devices to school for educational purposes. With teacher approval, students may use their devices to access and save information from the Internet, collaborate with other learners and utilize the productivity tools available to them.

Student Responsibility

Duncanville ISD will provide you with the opportunity to use personal electronic devices for educational purposes. It will be your responsibility to follow the rules for safe and responsible use. Access to DISD's network is a privilege. If you fail to abide by these rules, you may be subject to the removal of this privilege and other consequences. You may bring your mobile device to school at your own risk. The District will not be held responsible for lost, stolen or misplaced devices.

Safe Uses

You must comply with the Duncanville ISD Student Acceptable Use Policy, as well as the following:

- Obey school rules concerning behavior and communication that apply to mobile device use.
- Do not share passwords or personal account information.
- Do not connect with people you do not know.
- Report any suspicious information to a trusted adult immediately.
- Set a password on your device(s).

See Duncanville ISD Student Acceptable Use Policy starting on page 49 of the District website.

https://resources.finalsite.net/images/v1600786751/duncanvilleisdorg/zivyeqqhl87j1lit9hiv/2021-Student_Handbook_English.pdf

Responsible Uses

You must comply with the Duncanville ISD Student Acceptable Use Policy, as well as the following:

- Record the serial number of your device(s) at home.
- Bring headphones to use with your device(s).
- Place your device(s) on silent/vibrate while working in class unless permission is granted from your teacher for instructional purposes.
- You are not to loan or share personal device(s) with others.
- Clearly label your device(s) and power cords with your name.
- Always turn off and secure your mobile device(s) after each use.



- Mobile device(s) should be brought to school each day fully charged. Students are encouraged to bring their device(s) home each day to charge in the evening.
- Refrain from accessing or storing inappropriate content on your device(s) as stated in the DISD Student Acceptable Use Policy.
- You may 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 use or possession of an Electronic Communication Device or a recording device in lockers rooms and restrooms is prohibited. "Recording device," as used herein, will mean a camera, a video recorder, or any other device that may be used to record or transfer images.
- Refrain from accessing District resources, including the network, to knowingly alter, damage, or delete District property.
- You may not disable, attempt to disable or bypass any filtering service used by the district.
- Monitor all activity on your account.
- For document storage, you are encouraged to utilize alternative methods such as emailing documents to yourself or the utilizing a "Cloud" storage program. (add such as: address for cloud storage)
- The use of web authoring tools is considered an extension of the classroom. Therefore, any speech that is considered inappropriate in the classroom is also inappropriate in all uses of web authoring tools. This includes, but is not limited to, profanity, racist, sexist, or discriminatory remarks.
- Ask permission before recording an individual or group. Duncanville ISD retains the rights concerning any recording and/or publishing of any student or staff member's work or image. You must obtain permission to publish a photograph or video of any school related activity.
- You should not expect that files stored on district servers will always be private.

Violation of these rules may result in suspension or revocation of system access and/or suspension or revocation of permission to use personal electronic devices for instructional purposes while on campus, as well as other disciplinary action, in accordance with the Student Code of Conduct.

See Duncanville ISD Student Code of Conduct on the District website.

<https://resources.finalsite.net/images/v1597958329/duncanvilleisdorg/kzrnuhtjr6lezl6ma5ra/StudentCodeofConduct20-21FINAL.pdf>

Appropriate Uses

As with any device that is used on campus, there is an appropriate time and place. Below are the grade levels and permissible situations for use. Campus administrators and teachers have the final say on the procedures in the classroom. If he or she asks you not to use your device, then you should follow those directions. Access is available but not guaranteed for each classroom situation. Teachers reserve the right to collect cell phones and other personal electronic devices for a specific classroom assignment or test, in addition to state and district testing. [See Duncanville ISD Student Code of Conduct]



Times and Locations for Appropriate

| K-8 Appropriate Use | |
|------------------------------------------------------|-----|
| Before/After school | Yes |
| In class when my teacher designates use for learning | Yes |
| During Passing Period | No |
| During lunch | No |

| 9-12 Appropriate Use | |
|------------------------------------------------------|-----|
| Before/After school | Yes |
| In class when my teacher designates use for learning | Yes |
| During Passing Period | No |
| During lunch | Yes |

Parent and Guardian Responsibility

- Discuss with your children the importance of practicing responsible digital behavior with mobile devices.
- Talk to your children about values and standards that your children should follow on the use of the Internet just as you do on the use of all media information sources such as television, telephones, movies and radio.
- Reinforce to your children that they are responsible if the devices is lost, stolen, and/or damaged.

Wireless Information

You must use Duncanville ISD’s free wireless connection when on campus. DISD is not responsible for personal charges accessing other wireless connections or data charges. When you log into the wireless network, you are accepting the terms of the DISD Student Agreement for Acceptable Use. You will have filtered Internet access just as if you were using a district owned device. You may not disable or attempt to disable any filtering service used by the District.

Use the following information to access the wireless network:

| | |
|-----------------------------------|-------------------------------|
| Wireless network name: | Please refer to your teacher. |
| Wireless Network Password: | |

| | |
|-----------------------------------|-------------------------------|
| Wireless network name: | Please refer to your teacher. |
| Wireless Network Password: | |

Possession and Use of Personal Telecommunications Devices, Including Mobile Telephones

For safety purposes, the district permits students to possess personal mobile telephones; however, these devices must remain turned off during the instructional day, including during all testing, unless they are being used for approved instructional purposes. A student must have approval to possess other telecommunications devices such as netbooks, laptops, tablets, or other portable computers. The use of mobile telephones or any device capable of capturing images is strictly prohibited in locker rooms or restroom areas while at school or at a school-related or a school-sponsored event.



If a student uses a telecommunications device without authorization during the school day, the device will be confiscated. The telecommunications may be pick up from the campuses designated area for a fee of \$15.

Confiscated telecommunications devices that are not retrieved by the student or the student's parents will be disposed of after the notice required by law. [See policy FNCE.]

In limited circumstances and in accordance with law, a student's personal electronic device may be searched by authorized personnel. [See Searches and policy FNF.]

Any disciplinary action will be in accordance with the Student Code of Conduct. The district is not responsible for damaged, lost, or stolen telecommunications devices.

Possession and Use of Other Personal Electronic Devices

Except as described below, students are not permitted to possess or use personal electronic devices such as but not limited to MP3 players, video or audio recorders, DVD players, cameras, games, e-readers, or other electronic devices at school, unless prior permission has been obtained. Without such permission, teachers will collect the items and turn them in to the principal's office. The principal or principal's designee will determine whether to return items to students at the end of the day or to contact parents to pick up the items.

In limited circumstances and in accordance with law, a student's personal electronic device may be searched by authorized personnel. [See Searches and policy FNF.]

Any disciplinary action will be in accordance with the Student Code of Conduct. The district is not responsible for any damaged, lost, or stolen electronic device.

Instructional Use of Personal Telecommunications and Other Electronic Devices

In some cases, students may find it beneficial or might be encouraged to use personal telecommunications or other personal electronic devices for instructional purposes while on campus. Students must obtain prior approval before using personal telecommunications or other personal electronic devices for instructional use. Students must also sign a user agreement that contains applicable rules for use (Student Acceptable Use Agreement). When students are not using the devices for approved instructional purposes, all devices must be turned off during the instructional day. Violations of the user agreement may result in withdrawal of privileges and other disciplinary action.



FAQ's

What if I don't have access to a mobile device? Will my grades suffer? No, if you do not have access to a personal device, you will be provided with an alternate way of completing the assignment. A district-owned device may be provided based on availability.

I need to print a document that I just created. Why is there not a printer listed when I try to print? Like shared folders, printers are networked differently on the campus and will not be available when you log into the Guest network. Some printing solutions include saving it to a flash drive or cloud storage and printing from home or district network computer.

What happens if I break my device while I am at school? You may bring your mobile device to school at your own risk, just like any other personal item. The district will not be held responsible for lost, stolen or misplaced devices, including those that have been confiscated.

If I cannot get my device to connect to the network, can I get help from someone on campus? It is not the responsibility of your teachers or Duncanville ISD staff to troubleshoot individual devices during the school day. Check your owner's manual for issues concerning connectivity. DISD does not guarantee connectivity or quality of connection.

Will I have to use my own data plan to access the Internet when on campus? Free wireless access is provided by Duncanville ISD. You must use the DISD filtered wireless connection when on campus. Duncanville ISD is not responsible for personal charges accessing other wireless connections or data charges.

How do I save my work? It is encouraged that you email documents to yourself or utilize "Cloud" storage programs to store your data.

Am I still held accountable for the Student Acceptable Use Policy even though this is my own personal mobile device? Yes. The Acceptable Use Policy remains in effect even when you are using our own device.

I brought my device to school to use in the classroom, but my teacher said I couldn't use it in her classroom. Can I still use it? The teacher in the classroom has the final say on procedures in the classroom. If he or she asks you not to use your device, then you should follow those directions. Access is available but not guaranteed for each classroom learning situation.