

Electronic Network Obligations and Responsibilities

Acceptable Use Policy and Network Agreement/ 1:1 Initiative Guidelines and Agreements

Acceptable Use Policy and Network Agreement

The Orange Unified School District updates their Acceptable Use Policy and Network Agreement annually. Please use the following link to reference the latest agreement created by the district.

- <https://www.orangeusd.org/departments/educational-services/student-community-services/handbook> pg 45

1:1 Initiative Guidelines and Agreements

In an effort to increase the use of technology and the 21st Century skills of creativity, collaboration, critical thinking, and communication, participating OUSD schools will allow personal devices and provide district-issued devices to students to use on the wireless network for students who follow the responsibilities stated in the student **Acceptable Use Policy** and the following guidelines regarding device use. An important component of using a district device or a personal device will be education about Internet Safety. As part of this program, OUSD will review the Internet safety guidelines with students frequently throughout the course of the school year and will offer guidance on safe online behaviors. In addition to the rules outlined in these guidelines, students will be expected to comply with all class and school rules while using personal devices and district-issued devices. The use of technology is a privilege, and if abused, may be taken away.

District Devices

Expectations

- Students will use district devices for educational reasons at their teacher's' direction.
- Students will only use appropriate educational applications on their device.
- Students may only access their own, school-based accounts. Sharing of accounts or passwords is not permitted (please see teacher if you cannot access your account).
- Students are not to call, text message, email, or electronically communicate with others during class time, unless directed to do so by their teacher.
- Students may not download apps or software at school onto any device (personal or school issued) without the explicit permission of the teacher.
- District Devices will be monitored by OUSD personnel. Applications on the device that are not considered educational can be removed by OUSD personnel
- All students will be educated on safe online behavior as part of our district's Internet Safety curriculum and must complete an Internet Safety course to participate in a district device program.

Device Safety and Maintenance

- Each student will use a specific and individually assigned school district authenticated username and password to access our network while at school.
- District devices are connected to the protected, filtered OUSD wireless network. The OUSD network filters inappropriate websites. Reference the Advisement section of the Acceptable Use Policy for further details.
- The District reserves the right to monitor, inspect, copy, and review district owned devices or files.
- Students may not utilize any technology to harass, threaten, demean, humiliate, intimidate, embarrass, or annoy their classmates or others in their community. This is unacceptable student behavior known as cyber bullying and will not be tolerated. Any cyber bullying that is determined to disrupt the safety and/or well being of the school is subject to appropriate disciplinary action.
- The District has provided our teachers with approved secure cloud based applications for student creation and collaboration (e.g. Haiku, Google Apps, Edmodo).

BYOD (Bring Your Own Device)

Participation in the OUSD Bring Your Own Device (BYOD) program is strictly voluntary. Schools will provide computer/device access to those students who cannot bring a device from home. No student will be left out of the instructional process because of the lack of access to a device. A personally owned device includes all existing and emerging technology devices that can take photographs, record audio or video, input text, upload and download media, and transmit or receive messages or images. Examples of a personally owned devices are a laptop and netbook computers; iPads and other tablet PCs; cell phones and smart phones such as Windows Phone, iPhone, or Android, as well as any device with similar capabilities.

Expectations:

- Students will use their devices for educational reasons at their teachers' direction.
- Students are not to call, text message, email, or electronically communicate with others from their personal devices during class time, unless directed to do so by their teacher.
- Students will only use appropriate educational applications on their device.
- Students may only access their own, school-based accounts. Sharing of accounts or passwords is not permitted (please see teacher if you cannot access your account).
- Students are required to use the district's content filtered wireless network through personal devices while at school. Access of private networks (3G or 4G Networks) is not allowed.
- Students may not download apps or software at school onto any device (personal or school issued) without the explicit permission of the teacher.
- Personal devices will be monitored by OUSD personnel. Applications on the device that are not considered educational that disrupt the educational environment will not be allowed to be used.
- Personally owned devices are permitted for use during the school day for educational purposes.
- All students will be educated on safe online behavior as part of our district's Internet Safety curriculum and must complete a Internet Safety course to participate in BYOD.

Device Safety and Management

- The District is not liable for the loss, damage, misuse, theft of any personally owned device brought to school.
- The District will not maintain, repair, or troubleshoot student devices.
- Each student will use a specific and individually assigned school district authenticated username and password to access our network while at school.
- Students will connect their devices to the protected, filtered OUSD wireless network. The OUSD network filters inappropriate websites.
- Students must update device in accordance with NAC (network access control) prompts. Students are responsible for maintaining upgrades to personal devices.
- The District reserves the right to monitor, inspect, copy, and review personally owned devices or files.
- Students may not utilize any technology to harass, threaten, demean, humiliate, intimidate, embarrass, or annoy their classmates or others in their community. This is unacceptable student behavior known as cyber bullying and will not be tolerated. Any cyber bullying that is determined to disrupt the safety and/or well being of the school is subject to appropriate disciplinary action.
- The District has provided our teachers with approved secure cloud based applications for student creation and collaboration (e.g. Blackboard, Google Apps, Edmodo).
- Students must come to school with a charged device and be responsible for bringing the device charger.

Examples of Current Device Specifications:

Most laptops or mobile devices purchased within the last two years will meet OUSD district recommended specifications.

Laptops

Component	Minimum	Recommended
Operating System	Windows 7 Mac OS 10.7	Windows 8.1 Mac OS 10.8
CPU	Needs to be capable of running the minimum operating system above	Needs to be capable of running the minimum operating system above
Memory (RAM)	1GB	2GB or more
Storage	16GB or more	32GB or more
Ports	USB	USB
Display	10" minimum	12" or larger screen
Wireless	802.11g WIFI	802.11n WIFI 802.11ac WIFI
Battery Life	At least 4 hours	8+ hour battery life
Software		Microsoft Office or equivalent

Mobile Devices (tablets and cell phones)

Component	Minimum	Recommended
Operating System	iOS 8 Android 4.4 Kitkat	iOS 8 Android 4.4 Kitkat
CPU	Needs to be capable of running the minimum operating system above	Needs to be capable of running the minimum operating system above
Memory (RAM)	512MB	1GB or more
Storage	16GB or more	32GB or more
Ports		
Display	7" minimum	10" or larger screen
Wireless	802.11g WIFI	802.11n WIFI 802.11ac WIFI
Battery Life	At least 4 hours	8+ hour battery life
Software		Microsoft Office or equivalent

Orange Unified School District supplements instruction at school site with different devices. As schools modify and change their instruction students may have the opportunity to access different devices. Different school sites have different initiatives so the type and quantities of devices can change as instruction changes.

Current Devices that students may have access to at school sites:

HP Stream - This device works with the windows operating system and allows individuals to access software applications such as microsoft office. It is not considered a full laptop since it has a slower processor, smaller hard drive and works best when connected to the internet with Microsoft Office 365.

Chromebook - This device runs on Google's web-based Chrome OS, designed to be used with an Internet connection. Most of Chromebook's documents and apps exist in the cloud and have the ability to be used offline in a limited capacity. This set of apps is known as Google Apps for Education. They do not run Windows or Apple applications although it has conversion tools to allow access to files created in either operating system.

iPad - This device is considered a tablet. This means there is no external keyboard unless you attach one. It runs applications known as apps that are specific to the iPad iOS operating system. This device can run items offline and online as long as they are designed for the iPad. Microsoft Office and Google Apps for Education has apps that

Signatures

I have read and understand the responsibilities and obligations for utilizing Orange Unified School District's Devices and Network.

Student Signature and Date

Parent Signature and Date
