

# **TECHNOLOGY USE AGREEMENT**

## **for St. Clair County Schools**

Computers and computing resources are important tools for furthering the St. Clair County School District's educational mission. The Board's goal in providing these resources to students is to promote educational excellence by facilitating resource sharing, innovation, and communication. Using these resources is a privilege, not a right. Appropriate use regulations are provided herein to insure you are aware of the responsibilities you are about to acquire.

### **Education, Responsibility, and Monitoring of Internet Access:**

To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information. SCCBOE Internet is filtered through Alabama Supercomputer Authority.

Filtering, as required by the Child Internet Protection Act, will be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to others.

Subject to staff supervision, technology protection measures may be disabled for adults or, in the case of a minor, minimized only for bona fide research or other lawful purposes.

### **All Students Must**

- Follow teacher rules and guidelines
- Read and abide by Policy 8.71 – (SCCBOE Data Governance Policy)
- Obtain teacher permission and supervision to use computer equipment
- Obtain teacher permission to use collaboration and communication tools
- Maintain computer security
- Ensure that passwords are chosen wisely and kept secret
- Respect all equipment and software
- Respect and obey copyright laws

### **Students May Not**

- Share passwords or access another user's account
- Attempt to circumvent the SCCBOE filters
- Invade, violate, or compromise another user's privacy
- Change or delete another user's files
- Post anonymous messages or pose as someone else
- Play computer games that have not been approved for educational purposes
- Plagiarize materials
- Use computers for illegal or immoral activity
- Print excessively or unnecessarily
- Install, change, or delete software
- Tamper with hardware or software
- Deface, move, or steal equipment
- Create, install, spread, or run any unauthorized computer software (including, but not limited to viruses, malware, utilities, scripts, etc.)
- Access, produce, or distribute material that is considered damaging to another's reputation, abusive, obscene, sexually orientated, offensive, threatening, inflammatory, discriminatory, harassing, or otherwise illegal or contrary to school policy
- Conduct or solicit business or privately advertise using the SCCBOE network

### **Students Who Have Access to Mobile Devices (tablets, laptops, desktops, etc.) must**

- Take proper care of the device when using or transporting
- Remove and put back device in a careful manner, noting where charging cables and cords belong
- Learn the basic skills of computer usage, including accessing the Internet and creating folders
- Immediately notify the teacher if something malfunctions or if the device was misused by the previous user
- Student is held liable for any damage to the device. Repair or replacement costs will be determined at the lowest value of current charges for such needed repair or replacement
- Any device is subject to be inspected at any time

## **Cell Phones/Electronic Computing Devices/Music Devices**

- Cell phones and other electronic computing devices such as, but not limited to, digital cameras, camcorders, E-Readers, MP3 players, tablets, laptops, smart watches, and headphones may be part of the instructional process, with prior administrative and teacher authorization. **Otherwise, these devices may not be visible and must be turned “off” during the instructional day.** Devices will need to be labeled with personal markings to physically identify your child’s device from others. Additionally, a protective case for the device should be obtained. Students using personal devices should utilize the SCCBOE network. Students are not allowed to use their own personal data plan on campus. If caught, this may result in loss of device privileges.
- **Teachers may require phones, watches and other devices be stored during testing, or any time during the school day.**
- Students participating in field trips, extracurricular activities, and athletic events must contact their coach or sponsor for his/her rules involving electronic device use after school hours or on field trips. Coaches and sponsors will set their rules and establish consequences involving the use and/or misuse of these devices. **The St. Clair County School System shall not assume any responsibility of theft, loss, or damage of electronic devices.**
- Possession of electronic devices by a student is a privilege which may be forfeited by any student not abiding by the terms of this policy. Students shall be personally and solely responsible for the security of their electronic devices. The St. Clair County School System shall not assume any responsibility of theft, loss, or damage of electronic devices.
- The possession of a digital device is STRICTLY PROHIBITED during the administration of a secure test; if the device is used during the administration of a secure test, the device will be confiscated as is subject to search; and if the device is used during the administration of a secure test, the student’s test may be invalidated.
- Student violations of the authorized use of technology and technological services may result in disciplinary action according to SCCBOE disciplinary procedures.

## **Rights, Expectations, and Disciplinary Actions**

Users of SCCBOE technologies and Internet connections have no right to expect privacy with respect to such usage. The St. Clair County Board of Education reserves the right to monitor, inspect, copy, review, and store at any time without prior notice all usage of its computers and computer systems, including all internet and electronic communications and transmission of materials and information.

Students who violate the Internet Safety Policy will face disciplinary action in accordance with the student code of conduct. Actions and conduct online should mirror those in face-to-face interactions. As such, the misbehavior online will be treated with the same consequences that apply to face-to-face interactions. The consequences may include but are not limited to computer account suspension or termination, administrative detention, suspension, dismissal, and/or expulsion. Users and their parents/guardians may be asked to compensate the school system for any fees incurred by the school relating to or arising out of any breach of the Internet Safety Policy.

## **Limitations of Liability**

St. Clair County Schools makes no guarantee that the functions or the services provided by or through SCCBOE’s network will be error-free or without defect. The district will not be responsible for any damage suffered, including but not limited to, loss of data or interruptions of service. Students are responsible for making a backup copy of crucial files. The district is not responsible for the accuracy or quality of the information obtained through or stored on the network. The district will not be responsible for financial obligations arising through the unauthorized use of the network as the result of intentional misuse.

Please see the SCCBOE Policy (5.7 and 5.71) for more detailed information regarding the use and storage of student data, school records, and other forms of information handled by the district.