

Hardin-Jefferson Independent School District

SECONDARY STUDENT END USER LICENSE AGREEMENT

The following policy for acceptable use of District computers and networks, including the Internet and email, applies to all Hardin-Jefferson Independent School District students.

GENERAL POLICIES

- The purpose of the student account is to access the Hardin-Jefferson ISD network and the Internet for curriculum activities and classroom projects in support of the District's educational goals.
- The HJISD specifically denies any responsibility for the accuracy or quality of the information obtained from public networks such as the Internet.
- The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. HJISD reserves the right to withdraw account privileges at any time for any reason or no reason at all.
- The District reserves the right to access, review, copy, modify, delete, or disclose user files to ensure appropriate use.
- Certain sites that contain inappropriate material, including: pornography, weapons, illegal drugs, gambling, and any other topics deemed to be of non-educational value by the District, may be blocked.
- Network and cloud storage areas may be treated like school lockers. Network administrators may review communications to maintain system integrity to ensure that students are using the system responsibly.
- The district or campus administrators will deem what is inappropriate use and their decision is final. The district or campus administration may request the network manager to close, deny, revoke, or suspend specific user accounts.
- Deleting outdated files on a regular basis is required of all users.

DO NOT:

- Disable, attempt to disable, or bypass content filtering devices on the network or profiles, including the use of proxies to visit blocked websites or encrypting communications.
- Use any login credentials other than those specifically assigned to you.
- Delete, examine, copy, or modify files, resources, email, and/or data of another user without his/ her permission.
- Illegally access and manipulate information of private databases/systems such as grade books. • Participate in vandalism, theft or destruction of hardware or data, copyright infringement, software piracy, or any other activity prohibited by District policy.
- Modify or change computer settings and configurations.
- Modify or add network devices of any kind, including: wireless access points, hubs, switches, or routers.
- Use your network account for non-school related activities, including using the Internet for financial gain, for purchasing products or services, or for political activity.
- Reveal personal information about yourself or others while on the District network.

PERSONAL ELECTRONIC DEVICES

As per your student handbook, students will be allowed to bring personal electronic devices to campuses that permit their use. For the purpose of this program, the word "devices" will include: laptops, cell phones, smart phones, iPads, Chromebooks, iPods, tablets and e-readers.

Hardin-Jefferson Independent School District EULA

Guidelines:

- Each teacher has the discretion to allow and regulate the use of personal devices in the classroom and on specific projects.
- Approved devices must be in silent mode while riding school buses and on school campuses, unless otherwise allowed by a teacher.
- Devices may not be used to cheat on assignments or tests, or for non-instructional purposes (such as making personal phone calls and text/instant messaging).
- Students may not use devices to record, transmit or post-photographic images or video of a person, or persons on campus during school activities and/or hours, unless otherwise allowed by a teacher.
- Devices may only be used to access files on Internet sites that are relevant to the classroom curriculum. Games are not permitted, unless otherwise allowed by a teacher.
- HJISD is authorized to collect and examine any device that is suspected of causing technology problems or was the source of an attack or virus infection.
- Printing from personal laptops and/or other devices will not be possible at school.
- Personal devices must be charged prior to school and run on battery power during instructional and/or classroom time.

Lost, stolen or damaged personal devices:

Each user is responsible for his/her own digital property, and should treat it and use it responsibly and appropriately, HJISD takes no responsibility for stolen, lost, or damaged devices, including lost or corrupted data on those devices.

Usage Charges:

HJISD ISD cannot be held responsible for any possible device charges to your account that might be incurred during approved school-related use.

Internet Safety

- Report to your teacher or other school personnel any message received that is inappropriate or makes you feel uncomfortable. Should students encounter inappropriate material by accident, they should report it to their teacher immediately.
- Do not agree to meet with someone you met online without your parent's knowledge and participation.
- No profane, abusive, or impolite language shall be used to communicate nor should materials that are not in line with the rules of school behavior. A good rule to follow is never view, send, or access materials that you would not want your teachers and parents to see.
- Messages sent by students may not contain abusive or threatening language, support cyberbullying, be sent anonymously or under a false identity, or contain expressions of bigotry or hate, profanity, obscene comments, or inappropriate materials.
- Be prepared to be held accountable for your actions and for the loss of privileges if the rules of EULA are violated.
- Violation of this HJISD EULA will result in disciplinary or legal action including, but not limited to, criminal prosecution and/or penalty under appropriate state and federal laws.

DISCLAIMER

The District shall not be liable for users' inappropriate use of electronic communication resources, violations of copyright restrictions or other laws, user's mistakes or negligence, and costs incurred by users. The District shall not be responsible for ensuring the accuracy, age appropriateness, or usability of any information found on the Internet.

The District's system is provided on an "as is, as available" basis. The District does not make any warranties, whether expressed or implied, including, without limitation, those of merchantability and fitness for a particular purpose with respect to any services provided by the system and any information or software contained therein. The District does not warrant that the functions or services performed by, or that the information or software contained on, the system will meet the system user's requirements, or that the system will be uninterrupted or error-free, or that defects will be corrected. Opinions, advice, services, and all other information expressed by system users, information providers, service providers, or other third party individuals in the system are those of the providers and not the District.

The District will cooperate fully with local, state, or federal officials in any investigation concerning or relating to misuse of the District's electronic communications system.

DIGITAL LEARNING INITIATIVE

OVERVIEW

Hardin-Jefferson ISD is committed to excellence in the 1:1 Digital Learning Program implemented in grades 1-12. This program is intended to provide high quality technology resources necessary for our students to be successful and engaged learners. In order to achieve academic excellence, today's students require access to educational experiences that seamlessly integrate technology throughout the educational program. This program seeks to provide our students with learning opportunities both during and beyond the normal school day through the use of the Chromebook.

The information contained within this document applies to all of Hardin-Jefferson ISD Chromebooks used in our schools, including any other device deemed by the administration to come under these guidelines. The information and agreements found here represent a clear and comprehensive attempt to explain to our parents and students the level of responsibility necessary to participate in this program. Hardin-Jefferson ISD reserves the right to make any additional or alterations to these guidelines necessary, in order to insure the effectiveness of this program as well as the safety and well being of our students.

This section is intended to promote responsible use and protect students and the school from liability resulting from any misuse of the school-issued Chromebook. District owned technology, utilized on or off-campus must be used in accordance with the mission and philosophy of Hardin-Jefferson ISD as stated within this agreement. Teachers may set additional requirements for use in their respective classes. Subsequently, administrators may set additional requirements for their respective campuses.

The Chromebook remains the property of the Hardin-Jefferson ISD at all times. Therefore, there is no assumption of privacy. Hardin-Jefferson ISD reserves the right to inspect student Chromebooks at any time during the school year. Misuse of the Chromebook will result in disciplinary action.

Above all, the 1:1 Digital Learning Program at Hardin-Jefferson ISD is academic in nature, and the policies governing the use of the Chromebook support its academic use. To maintain the integrity of the Chromebook program, all students and parents/guardians must acknowledge and agree to the following conditions of use.

Hardin-Jefferson Independent School District EULA

PARENT AND STUDENT LIABILITY

The parent/guardian/student is responsible for the cost to repair and/or replace, at the date of loss, the Chromebook or charging cable/charger if the property is:

- not returned.
- intentionally damaged.
- lost or damaged because of negligence.
- stolen, but not reported to school and/or police by the end of the next school day or as soon as possible the next school day after the event occurs.

CHROMEBOOK INSURANCE

The cost for the optional Chromebook insurance premium is \$30.00 per academic year for the first instance. There is a second insurance premium payment option available upon resolution of the first insurance claim. The second optional insurance premium cost is \$60.00 and is only applicable in the same academic year. There is no insurance coverage premium option available after the second breakage instance.

Insurance premiums cover accidental damage or non-warranty repairs that affect the Chromebook functionality in any way.

In cases of theft, vandalism and other criminal acts, a police report must be filed. In the case of fire, a fire report **MUST be filed by the student or parent** for the protection coverage to take place. A copy of the police/fire report must be provided to the principal's office.

NOTE: The insurance covers the device ONLY. Insurance does NOT cover any accessories that are missing or lost while in the possession of the student. Replacement fees for accessories are listed below.

2023-2024 CHROMEBOOK FEES

If any item issued is damaged or lost, Students/Parents are responsible for the costs listed in the table below. Fees are subject to change given market value and availability.

Lost Charge Cord	\$35.00
Replacement Chromebook	\$300.00
Keyboard	\$53.00
Trackpad	\$35.00
Top Case	\$35.00
Bottom Case	\$32.00
Main Board	\$255.00
Battery	\$55.00
Power Switch Board	\$50.00
Screen	\$190.00

NOTE: All lost or damaged equipment must be replaced with original equipment authorized by Hardin-Jefferson Technology. Aftermarket chargers are not suitable replacements and will NOT be accepted.

INTENTIONAL DAMAGE

Students/Parents are responsible for full payment of intentional damages to their individual Chromebook or to another student's Chromebook. **OUR INSURANCE COVERAGE DOES NOT COVER INTENTIONAL DAMAGE OF THE CHROMEBOOKS.**

DAMAGED CHROMEBOOKS AND CHROMEBOOK THEFT

The Hardin-Jefferson ISD recognizes that with the 1:1 Digital Learning Program there is a need to protect the investment by both the District and the Student/Parent. The following outlines the process regarding the assessment of damage and procedure for theft.

<h2 style="margin: 0;">Chromebook Damage</h2> <p style="margin: 0;">Send student to office to fill out form for repair. Campus Administrator checks for damage.</p>
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Equipment Malfunction	Insured/Uninsured Damage
<ul style="list-style-type: none"> Failure of internal components, including LCD display, battery, charging port, headphone jack connectivity, button functionality, wireless connectivity, and camera Basic troubleshooting procedures will be applied. Tech specialist will confirm problem with device If device cannot be restored to full functionality, a loaner will be issued. A confirmed equipment malfunction is the only instance where a loaner will be issued within HJISD 	<p style="text-align: center;">Insured Damage</p> <ul style="list-style-type: none"> Damage limited to glass and/or screen breakage, liquid spills and liquid submersion, standard perils (fire, flood, natural disasters) Power surges due to lightning Mechanical failure and manufacturer defect Notification of police immediately upon discovery of loss if loss is a theft, fire, or vandalism. Claims will not be processed without a police report. <p style="text-align: center;">Uninsured Damage</p> <ul style="list-style-type: none"> Damage to device in a way that it bends or dents chassis, main board, or battery Corrosion and rust Dishonest or intentional acts Power surge other than lightning Theft from an unattended vehicle Unexplained loss or mysterious disappearance Nuclear Hazard, acts of war, or government seizure Wear and tear Student responsible for all charges for repair or replacement

Chromebook Theft
<ul style="list-style-type: none"> ● Notify office staff immediately ● Principal to notify Student Resource Officer and Tech Office ● Police report to be filed within 24 hours of theft ● Approximately two weeks allocated for processing

CHROMEBOOK CONSEQUENCES AND DISCIPLINE

NOTE: In instances where the Chromebook is removed from the user due to an infraction, an alternate assignment will be provided.

Chromebook Abuse

1st Incident	Removal for 30 days, alternate assignment
2nd Incident	Removal for remainder of semester/alternate assignment
3rd Incident	Indefinite removal/alternate assignment

Chromebook Breakage

1st Incident	Student Conference
2nd Incident	Student/Parent Conference
3rd Incident	Indefinite removal of device (principal discretion)

Device-Related Behaviors

From time to time, parents may feel that prior to technology, certain issues did not exist and therefore do not merit discipline. The chart below establishes a correlation to behavior violations that have been present in a school setting for many generations.

Device-Related Behavior Violation	This is equivalent to:
Failure to bring Chromebook to school or not having a sufficiently charged device	Coming to class unprepared
Unauthorized email, texting, gaming, messaging, surfing, etcetera	Passing notes, reading magazines, games, etcetera
Using accounts not belonging to another student or staff member	Breaking into someone else's locker, classroom, desk, etcetera
Accessing inappropriate material	Bringing inappropriate material to school in print
Cyberbullying	Bullying, harassment
Using profanity, obscenity, racist terms	Inappropriate language, harassment
Sending/forwarding assignments to use as their own and/or copy	Cheating, copying assignment, or plagiarism

CHROMEBOOK GENERAL INFORMATION

The procedures and information within this document apply to all student Chromebook use at Hardin-Jefferson ISD. Teachers may set additional requirements for use in their classroom.

Receiving your Chromebook

Chromebook and charger will be distributed at the beginning of the school year. Parents and students must sign and, if choosing to purchase voluntary Chromebook insurance, return all documentation and insurance payments before the Chromebook and accessories will be issued to their student.

Returning your Chromebook

A student's Chromebook and charger will be returned back to Hardin-Jefferson ISD before the end of the school year. Students who withdraw, are suspended or expelled, or terminate enrollment at Hardin-Jefferson ISD for any other reason **must** return their individual school Chromebook with accessories on the date of termination. Failure to return the Chromebook will result in a theft report being filed with local law enforcement. No aftermarket chargers, cables, or cases will be acceptable substitutes for originally issued equipment.

Personal Chromebook

Students are **NOT** allowed to use personal Chromebooks in place of district issued Chromebooks due to the use of a mobile device management system.

CARE OF THE CHROMEBOOK

General Care

- Cords and cables must be inserted carefully into the Chromebook to prevent damage.
- Students are responsible for keeping their device's battery charged for school each day using the appropriate charger and cord.
- Chromebooks should be closed and away from food and liquids when students are eating.
- Avoid exposure to long-term temperature extremes.
- Do not alter the Chromebook in any manner that will permanently change the Chromebook, including, but not limited to, stickers, drawings, or other decals that alter the Chromebook appearance.
- Do not remove or circumvent the management system installed on each Chromebook. This includes removing restrictions, "jailbreaking," sideloading, or

- powerwashing/erasing/resetting the device.
- Students will be required to take the Chromebook home and return to school every day.
- Students are responsible for ensuring that their Chromebooks are charged and ready to go for school each day. It is recommended to fully charge the Chromebook at home each evening.

Carrying and transporting Chromebooks

- Chromebooks should NOT be carried in a full backpack.
- Do not leave the Chromebook unsecured at any time during class, extra curricular activities, lunch, locker room, etc.

Security and Identification

- Students are responsible for the safety and security of their school-owned Chromebook.
- Chromebooks should not be stored in a vehicle and should never be left in view inside a vehicle, locked or unlocked.
- Labels, stickers, or screen protectors placed on the Chromebook by the technology department shall not be removed.
- Each Chromebook will be registered with the district by a physical asset tag.
- Do not lend the Chromebook to a classmate, friend, or family member.

USING YOUR CHROMEBOOK AT SCHOOL

Chromebooks are intended for use during each school day. Students must bring their Chromebook to all classes, unless specifically instructed not to do so by their teacher or an administrator.

Chromebooks Left at Home

Not having a Chromebook or not having a working Chromebook is not an excuse for not participating in class or not completing assignments. Loaner Chromebooks will not be available to students who forget to bring their Chromebook to school or fail to charge their Chromebook.

Screensaver / Background Photos

A standard screensaver or background will be preset on the Chromebook. Each campus may require that a student have a particular image or format to be present at all times.

Sound, Music, Games, or Programs

Sound must be muted while in class unless permission is obtained from the teacher. All content (music, games or programs) on the Chromebook must be appropriate, used in a responsible manner and at the discretion of the teacher.

Appropriate Use of Camera and Video

Each student Chromebook is equipped with a digital camera feature that includes the ability to take HD video.

Appropriate Examples of Use:

- Recording and/or taking pictures for project-based learning assignments
- Assisting in ensuring accurate notes are taken in class
- Submitting work digitally

Students are not allowed to take pictures/video of staff and/or students without expressed permission by those individuals. All pictures/video taken must be school appropriate. Any violation of this directive will result in discipline measures.

Device Content

All content including videos, photos, images, communications, and documents that are created or reside on the Chromebook or school-issued Google account must be appropriate and are subject to inspection by district staff at any time.

HOME INTERNET ACCESS

Students are allowed to set up wireless networks on their Chromebooks for use while at home. **Parent supervision is an expectation while the device is used at home.** The Children's Internet Protection Act requires that schools have a content filter in place onsite and the school will make every effort to block objectionable content.

MANAGING YOUR FILES & SAVING YOUR WORK

Saving Content

Students should save content on the Chromebook in their Google Drive. Chromebook malfunctions are not an acceptable excuse for not submitting work. Hardin-Jefferson ISD is not responsible for data loss due to malfunction, damage or theft.

CONTENT MANAGEMENT

Originally Installed Software

The software/apps and profiles originally installed by Hardin-Jefferson ISD must remain on the Chromebook in usable condition and be easily accessible at all times. From time to time, the district may add/remove apps for use in a particular course. Devices will be monitored through our Mobile Device Management (MDM) system.

App Management

- All downloaded apps/music must be age appropriate.
- Students from time to time will need to add/remove apps from the MDM portal. Removing a district purchased app from your Chromebook does not permanently remove the app, it is moved back to the MDM portal for future use if needed.

Inspection

- District staff may inspect Hardin-Jefferson ISD owned devices at any time.
- Hardin-Jefferson ISD staff maintains the right to delete any app, song, video, picture, book, or content that is not deemed appropriate for student use.
- Storage/space on the Chromebook is limited. Any non-required Hardin Jefferson ISD apps, songs, videos, pictures, books, or content will be subject to removal and be deleted to preserve storage space.

Restoring of Chromebook

If technical difficulties occur or non-authorized software/apps are discovered, the device may need to be restored. The school does not accept responsibility for the loss of any content deleted due to software restoration.

RESPONSIBLE USE

Statement of Responsibility

The use of Hardin-Jefferson ISD technology resources (hardware, software, etc.) is a privilege, not a right. The privilege of using the technology resources provided by the district is not transferable or extendible by students to people or groups outside the district and terminates when a student is no longer enrolled in the district. These guidelines are provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources. If a person violates any of the guidelines contained within this document, privileges may be terminated, access to the school district technology resources may be denied, and the appropriate disciplinary action may be applied. **Violations may result in disciplinary action up to and including suspension/expulsion for students. When applicable, law enforcement agencies may be contacted.** Disciplinary action will follow district policy and the guidelines contained within the Student Handbook and Code of Conduct.

Parent/Guardian Responsibilities

- Discuss with your children the values and the standards you expect your children to follow with regard to the use and care of the Chromebook, and the use of the internet, just as you should when discussing the use of all media information sources such as television, cell phones, movies, and radio.
- The parents release Hardin-Jefferson ISD and its personnel from any and all claims and damages of any nature arising from their child's use of, or inability to use the district technology. Including, but not limited to, claims that may arise from the unauthorized use of the Chromebook to purchase products or services.
- The parents understand that it is impossible for Hardin-Jefferson ISD to restrict access to all controversial materials, and will not hold the school responsible for materials accessed on the network and agree to report any inappropriate Chromebook use to the respective building administration.
- Parent supervision is the expectation of the Hardin-Jefferson 1:1 Digital Learning Program. The district cannot control all aspects of student use while the student is offsite.

School Responsibilities

Hardin-Jefferson ISD reserves the right to review, monitor, and restrict information stored on or transmitted via district-owned equipment and to investigate inappropriate use of resources. The school agrees to provide:

- Internet and email access to its students
- Curricular apps and content
- Blocking of inappropriate internet-based content
- Support using cloud-based storage
- Staff guidance to aid students in doing research and help assure student compliance of the guidelines contained within this document

Student Responsibilities

- Use computers/devices in a responsible and ethical matter
- Follow the guidelines stated within this agreement
- Report to a building administrator any email containing inappropriate or abusive language or if the subject matter is questionable
- Return their Chromebook at the end of each school year following district procedures. Students are prohibited from plagiarizing content.
- Research conducted via the internet should be appropriately cited, giving credit to the original authors.

Student Activities Strictly Prohibited

- The sharing of credentials (passwords or other authorizations) between students is prohibited and all parties involved in this behavior are subject to disciplinary action • Unauthorized downloading of apps and/or jailbreaking, powerwashing or resetting of the Chromebook
- Accessing and/or using websites or materials that is not in direct support of the curriculum and is inappropriate for school
- Vandalizing equipment and/or accessing the network inappropriately. Programs that are capable of hacking the network should not be possessed or used
- Obtaining unauthorized network access
- Using and/or allowing use of another person's login/password to access the network • Participate in cyberbullying of any kind
- Using objectionable language, photos or other content (e.g. racist, terroristic, abusive, sexually explicit, threatening, stalking, demeaning or slanderous)
- Modifying files belonging to another student
- Attempting to circumvent the school's internet content filter
- Downloading apps, streaming media, or playing games without permission of a teacher or administrator
- Sending and/or forwarding emails that are forwards, spam, phishing etc. **Cyberbullying**

The National Crime Prevention Council defines cyberbullying as "When the internet, cell phones, or other devices are used to send or post text or images intended to hurt or embarrass another person."

- Cyberbullying will not be tolerated and is strictly forbidden
- The user should remember that digital activities are monitored and retained • Report cyberbullying immediately to school personnel

Parent Agreement

As the parent or guardian of this student, I have read and agree to all of the guidelines of the HJISD Student End User License Agreement.

Parent or Guardian Signature Date

Student Name (please print)

2023-2024 Grade