

STUDENT USE OF TECHNOLOGY

► Student Use of Technology - Board Policy 6163.4

The Governing Board intends that technological resources provided by the district be used in a safe and responsible manner in support of the instructional program and for the advancement of student learning. All students using these resources shall receive instruction in their proper and appropriate use.

Teachers, administrators, and/or library media specialists are expected to review the technological resources and online sites that will be used in the classroom or assigned to students in order to ensure that they are appropriate for the intended purpose and the age of the students.

The Superintendent or designee shall notify students and parents/guardians about authorized uses of district computers, user obligations and responsibilities, and consequences for unauthorized use and/or unlawful activities in accordance with this Board policy and the district's Acceptable Use Agreement.

District technology includes, but is not limited to, computers, the district's computer network including servers and wireless computer networking technology (wi-fi), the Internet, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through district-owned or personally owned equipment or devices.

Before a student is authorized to use the district's technology, the student and his/her parent/guardian shall sign and return the Acceptable Use Agreement. In that agreement, the student and his/her parent/guardian shall agree not to hold the district or any district staff responsible for the failure of any technology protection measures, or user mistakes or negligence and shall agree to indemnify and hold harmless the district and district staff for any damages or costs incurred.

The district reserves the right to monitor student use of technology within the jurisdiction of the district without advance notice or consent. Students shall be informed that their use of district technology, including, but not limited to, computer files, email, text messages, instant messaging, and other electronic communications, is not private and may be accessed by the district for the purpose of ensuring proper use. Students have no reasonable expectation of privacy in use of the district technology. Students' personally owned devices shall not be searched except in cases where there is a reasonable suspicion, based on specific and objective facts, that the search will uncover evidence of a violation of law, district policy, or school rules.

The Superintendent or designee may gather and maintain information pertaining directly to school safety or student safety from the social media activity of any district student in accordance with Education Code 49073.6 and BP/AR 5125 - Student Records.

Whenever a student is found to have violated Board policy or the district's Acceptable Use Agreement, the principal or designee may cancel or limit a student's user privileges or increase supervision of the student's use of the district's equipment and other technological resources, as

appropriate. Inappropriate use also may result in disciplinary action and/or legal action in accordance with law and Board policy.

The Superintendent or designee, with input from students and appropriate staff, shall regularly review and update procedures to enhance the safety and security of students using district technology and to help ensure that the district adapts to changing technologies and circumstances.

Internet Safety

The Superintendent or designee shall ensure that all district computers with Internet access have a technology protection measure that protects against access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced. (20 USC 7131; 47 USC 254 47 CFR 54.520)

To reinforce these measures, the Superintendent or designee shall implement rules and procedures designed to restrict students' access to harmful or inappropriate matter on the Internet and to ensure that students do not engage in unauthorized or unlawful online activities.

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code 313)

The district's Acceptable Use Agreement shall establish expectations for appropriate student conduct when using the Internet or other forms of electronic communication, including, but not limited to, prohibitions against:

1. Accessing, posting, submitting, publishing, or displaying harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs
2. Intentionally uploading, downloading, or creating computer viruses and/or maliciously attempting to harm or destroy district equipment or materials or manipulate the data of any other user, including so-called "hacking"
3. Distributing personal identification information, including the name, address, telephone number, Social Security number, or other personally identifiable information, of another student, staff member, or other person with the intent to threaten, intimidate, harass, or ridicule that person

The Superintendent or designee shall provide age-appropriate instruction regarding safe and appropriate behavior on social networking sites, chat rooms, and other Internet services. Such instruction shall include, but not be limited to, the dangers of posting one's own personal identification information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying.

► Student Acceptable Use Agreement

The Live Oak School District (LOSD) views the use of electronic resources as a key tool of its educational program and offers all students the opportunity to use electronic resources as an essential part of their learning experiences. It is the policy of LOSD to maintain an environment that promotes ethical and

responsible conduct in all electronic resource activities. With this privilege and extraordinary opportunity to explore resources come responsibilities for the parent and for the student.

When signing the Student/Parent Laptop Agreement, you are acknowledging that you understand and accept the information in this document. LOSD students and families must understand that:

1. All students are responsible to bring their district device to school, fully charged, every day.
2. All students are allowed access to electronic resources unless the school is notified in writing by the parent/guardian.
3. All users of the network and district devices must comply at all times with the Live Oak School District's Student Acceptable Use Agreement and board policy BP 6163.4.
4. Devices that are on loan to students remain the property of the Live Oak School District.
5. All users are accountable to all school, district, local, state, and federal laws.
6. All use of the device and network must support education.
7. Students and families must follow all guidelines set forth in this document and by Live Oak School District staff.
8. All rules and guidelines are in effect before, during, and after school hours, for all Live Oak School District devices whether on or off the school campus.
9. All files stored on Live Oak School District devices or the network are property of the district and may be subject to review and monitoring.
10. AB 2355 (Salas, Statutes of 2022) requires an LEA to report any cyberattack impacting more than 500 pupils or personnel to the California Cybersecurity Integration Center
11. Devices are issued as an educational resource. The conditions surrounding this device can be equated to those of a textbook or a school issued calculator.
12. Students are expected to keep the devices in good condition. Failure to do so may result in bills for repair or Replacement. This includes but is not limited to
 - a. Defacing devices with stickers or ink
 - b. Picking off keys
 - c. Removing the screen bezel
 - d. Damage to screen
 - e. Water damage of any kind
 - f. Removing screws
 - g. Inserting any object into ports that not provided or directed by the school
13. Students may not reconfigure or change the hardware of the device in any way
14. If a laptop is stolen, a police report must be provided.
15. The price that the district paid for the laptop includes: the laptop, charger, case and a 1-year warranty for manufacturing defects.
16. Students are expected to report any damage to their computer as soon as possible. This means no later than the next school day.

17. Students who identify or know about a security problem are expected to convey the details to their teacher without discussing it with other students.
18. Students are expected to notify a staff member immediately if they come across information, images, or messages that are inappropriate, dangerous, threatening, or make them feel uncomfortable.
19. All users are expected to follow existing copyright laws and educational fair use policies.
20. Students may only log in under their assigned username. Students may not share their password with other Students.
21. Students may not loan the device or accessories to any person for any reason. Students who do so are responsible for any loss or damage of the device and / or accessories.
22. All students have access to a Google Drive account on which to store data.
23. Any failure to comply may result in disciplinary action. LOSD may remove a user's access to the network and / or device without notice at any time if the user is engaged in any unauthorized activity.
24. LOSD reserves the right to confiscate the property at any time.

► Cost and Payment Details

Replacement Cost Details

The most commonly damaged part of the laptop is the screen and keyboard. Damage of most other components will require replacing the entire laptop. Additionally, if the power cord / charger or the laptop's case is damaged or lost, there will be a replacement cost as well. Below outlines the different scenarios and the associated cost.

Missing or Damaged Part	Replacement Cost
Replacement Screen (if cracked or otherwise damaged)	\$85
Missing Key(s) or damaged keyboard	\$25
Missing or damaged power cord / charger	\$30
Cleaning Fee (for Chromebooks returned in exceptionally dirty condition)	\$15
Any other damage will result in the replacement of the entire laptop	\$300
Hotspot	\$85
Hotspot Charger	\$15

Payment Timeline

Parents / guardians / students have 30 days to pay any bills. If bills are not cleared within 30 days, students / parents will be billed for the full cost of repairs, and a claim will be filed by the school. The school may setup payment plans to clear bills, if needed. If payments are not made on time, the assigned laptop must not leave school property. Credit card payments will be available through Parent Square or checks/ cash can be mailed or delivered to the student's school office. Please do not send payment to the district office.

Failure to Pay

Failure to pay for damaged or lost / stolen equipment by the end of the school year may result in the withholding of a student's diploma until all bills are paid.