

BUSD INSTRUCTIONAL TECHNOLOGY



Best Practices:

- Charge device nightly
- Dedicated space to use device
- Set time limits
- Monitor for focused use
- Model desired etiquette
- Discuss appropriate use

Student Devices & Access

Instructional Technology provides continuity for our teachers and students.

Continued plans for the upcoming school year include:

- Distribution of devices for students in grades 6 -12 to use at home.
- Students will be expected to transport to and from school
- Grades K-2 will have access to classroom carts at school.
 - Carts shared between classrooms
- Grades 3-5 will have a device to use at school
 - Classroom Carts - one per classroom.
- Students in grades K-5 may request a student device for home if there is a need.

Instructional Technology Mission

Our mission is to ensure that all students have equitable access to technology to enhance instruction, provide up-to-date curriculum, and improve engagement while providing students with the skills and knowledge to succeed in college, careers, and an ever-changing future.

Vision for Instructional Technology

The Burbank Unified School District's vision is for students to work with current technology that supports and complements instruction throughout all their classes. BUSD will provide one-on-one devices through laptop carts at the elementary level and take-home devices for students in grades 6-12. The purpose of these devices is to provide both teachers and students tools for instruction, research, collaboration, and other educational needs. At the same time, BUSD will provide teachers with professional development and technical support both in maintaining the devices and instructional planning

A few helpful reminders for families when bringing home new technology:

1. *Establish some basic housekeeping routines at home for your child regarding their device. (i.e. device etiquette, daily charging, storage, or space/time to explore).*
2. *Remember, technology is only a tool. As educators, we have many tools in our toolbox. Don't expect everything to be completed on your child's device.*
3. *Model the technology etiquette you would like to see from your child. Is time on devices focused on a task/goal? When should devices be put away for the evening?*
4. *Don't be afraid to ask for help from siblings or family in addition to school staff and teachers. Please email us at: athomesupport@burbankusd.org*

BUSD INSTRUCTIONAL TECHNOLOGY

BUSD Chromebook or other device agreement

The Burbank Unified School District (BUSD) authorizes students to use technology provided by the district for instructional purposes. It is subject to the conditions and restrictions set forth in applicable Board policies, administrative regulations, and this Acceptable Use Agreement.

BUSD expects all students to use technology responsibly to avoid potential problems and liability. BUSD may place reasonable restrictions on sites, materials, and/or information that students may access through our system. BUSD uses technology protection measures to block or filter access, as much as reasonably possible, to visual and written depictions that are obscene, pornographic, or harmful to minors over the network. BUSD can and will monitor users' online activities and access, review, copy, and store or delete any communications or files and share them with adults as necessary. Users should have no expectations of privacy regarding their use of district equipment, network, and district email.

In the Acknowledgement of Rights and Responsibilities form in the Annual Parent Notification Packet, BUSD families acknowledged that they understood the following:

1. Students are responsible for practicing positive digital citizenship.
2. Students are responsible for keeping personal information private.
3. Students are responsible for verbal, written, and artistic expression.
4. Students are responsible for treating others with respect and dignity.
 - a. Students will not send and/or distribute hateful, discriminatory, or harassing digital communications, or inappropriate texts.
 - b. Students understand that bullying in any form, including cyberbullying, is unacceptable.

By receiving a district device to use at home, while in possession of the device students and families agree to the following:

1. Understand that it is to be used primarily for schoolwork in accordance with the Student Acceptable Use Policy.
2. Shall not sell, lease, or otherwise grant anyone rights to the device.
3. Shall adhere to the district's rules and regulations governing the use of the device and software and comply with all applicable copyright and other regulations regarding the software.
4. Understand that families are responsible for any damage to the device. BUSD may request the device and software be returned at any time. Upon request by the BUSD or termination of the agreement, the family must return the device to the district, in the same condition as on the agreement beginning date, reasonable wear and tear excepted.
5. Students leaving the district must return technology to their school upon checkout.
6. Agree to accept the device and software "as is." In no event shall BUSD be liable for student or family use.
7. The family understands they are responsible for any loss or damage of the device, and in case of theft, for filing an official police report and informing their school administration immediately. The student's family will be responsible for reimbursement (based on replacement costs of the device) to BUSD.

I have read and understand this agreement. Without this school issued device, I would not have a connection and/or connected device sufficient for remote learning at home/off-campus.

Chromebook Declined BUSD Asset Tag # _____
 Hotspot Declined BUSD Asset Tag # _____

Parent's Name

Signature

Date

Student's Name

Student ID Number

School