

KISD USER AGREEMENT FOR TECHNOLOGY 2025-2026

PURPOSE

Pursuant to applicable Board policies regarding technology and media, our staff and students use technology to learn. Technology is essential to facilitate the creative problem solving, information fluency, and collaboration that we see in today's global economy. We want our students to be safe, legal, and responsible while being active contributors in our connected world. This Agreement supports our vision of technology use and upholds in our users a strong sense of digital citizenship. This policy applies to all Kennedale Independent School District (KISD) computer networks (including the resources made available by them), and all Devices whether issued for use, on and off KISD's networks or maintained on campus in classrooms, libraries, labs, or any other district location.

USER ACCOUNTS AND ACCESS

ACCESS, CONTENT FILTERING, AND PRIVACY

- The purpose of a KISD user account is to access the KISD network and facilitate creativity and innovation. We use this network to support communication and collaboration. We use technology to extend research and information fluency, to collect and analyze data and to solve problems.
- Access is a privilege, not a right. Access entails responsibility, and inappropriate use may result in cancellation of those privileges.
- Students should have no expectation of personal privacy in any matters stored in, created, received, or sent through the KISD computer network, they are subject to review by the KISD at any time, with or without notice, with or without cause and without the permission of any student or parent/guardian.
- KISD user accounts are owned by the KISD; consequently, they are subject to the Open Records Act. All digital files associated with user accounts may be retrieved by KISD staff at any time without prior notice and without the permission of any user. The KISD reserves the right to monitor all accounts to maintain system integrity and to ensure acceptable use.
- An online safety management service will monitor student email accounts and documents for violations that include inappropriate language, inappropriate images, threatening statements, self-harm, and other items.
- To the extent practicable, a content filtering solution is in place to prevent access to certain sites that may contain inappropriate material, including pornography, weapons, illegal drugs, gambling, obscenities, and any other topics deemed to be of non-educational value by the KISD. This control also applies to other forms of communication such as e-mail, chat rooms, social networking sites, instant messaging, gaming etc. The KISD has additional filtering in place for Chromebook Devices which continues this filtering even when off the KISD network. KISD is not responsible for the content accessed by users who connect via alternate networks or on alternate Devices.

GOOGLE ACCOUNTS

- All students will have a Google Workspace account. Accounts for students will include an email account through Google, managed by KISD. Google Workspace will allow access to Gmail, Google Drive, Google Apps, Google Classroom, Google Calendar, etc. It is designed especially for schools with productivity and safety in mind.
- Students are required to utilize Google Workspace in compliance with this User Agreement, the Student Handbook, Student Code of Conduct, Board policy, and state and federal law. Only authorized District staff will have access to student accounts. As the parent of a student in the Kennedale Independent School District, you are entitled to access to your child's account. At any time, you may access this account by going to the Google homepage (accounts.google.com) and typing your child's username and password.
- If your child has a KISD email account, feel free to communicate with your child via Gmail. The email address will generally be the last two numbers of the graduation year, last name, first initial of the first name (Example: 29johnsont), then @kennedaleisd.net. This example would be appropriate for a student set to graduate in 2029 whose name is Tommy Johnson. The email address for this student would be: 29johnsont@kennedaleisd.net.

Google Workspace usernames, passwords, and email addresses will be provided to parents and guardians upon request. Please contact your child's principal for this information.

OTHER THIRD-PARTY ACCOUNTS

- In accordance with our district mission, goals, and vision for technology our students may require accounts in third party systems. Many of these accounts will be used at school for school related projects but may also be accessed outside of school with their parents' permission. The use of these accounts will help our students to master effective and proper online communications as required in the PreK-12 Technology Applications Standards. By signing and returning this document, you give permission to the KISD to create and manage third party accounts for your child.

DEVICES

The following section refers to all Devices including Chromebooks, laptops, tablets, netbooks, or other portable Devices.

PERSONAL DEVICES

- For safety purposes, the district permits students to possess personal mobile telephones; however, these Devices must remain turned off during the instructional day, including during all testing, unless they are being used for approved instructional purposes.
- If a student uses a personal Device such as a laptop, tablet, netbook, or other portable computer without authorization during the school day, the Device may be confiscated.

Please see the Student Handbook for detailed information about personal electronic Devices.

KISD DEVICES

Chromebooks are issued to all students at KISD. Chromebook Devices issued in grades Pre-K through 5 are checked out to students but remain on campus. Students in grades 6 through 12 may take their assigned Chromebooks home. Each 6th grader will be issued a Chromebook that will be assigned to them through the 8th grade. Each 9th grader will be issued a Chromebook that will be assigned to them until they graduate from KISD. The following terms apply:

Conditions of Use

You will comply at all times with the KISD's Student User Agreement for Technology, Student Handbook, Student Code of Student Conduct, and Board Policy, incorporated herein by reference and made a part hereof for all purposes. Any failure to comply may terminate your right of possession effective immediately and the District may repossess the Device, defined as a laptop, Chromebook, or iPad owned by the District.

Title

KISD will license and provide to your student a Device to be used solely for educational purposes, school-related communications, and performing classwork assignments. Legal title to the Device belongs to KISD and shall at all times remain with the District. Your student will keep the Device assigned to him/her for the duration of their enrollment or until the Device is updated during a refresh cycle, as determined by KISD.

Term of Agreement

The term of this Agreement is for one year. A new Agreement must be signed at the beginning of each school year or whenever your student initially enrolls in KISD.

Repossession

Your right to the use and possession of the Device terminates no later than the last day of your student's enrollment in KISD, unless terminated earlier by KISD for any reason or no reason, or upon your student's withdrawal or expulsion

from KISD. If the student withdraws from KISD during the summer months when campuses are closed, the Device must be returned to the KISD offices located at 120 Kennedale Pkwy, Kennedale, TX 76060.

If you do not timely and fully comply with all terms of this Agreement, including the timely return of the Device, the District shall be entitled to declare you in default and come to your place of residence, or other location of the property if necessary, to take possession of the Device.

Misappropriation

Your failure to timely return the Device or the continued use of it for non-school purposes without the District's consent may be considered unlawful appropriation of the District's property. In the event a Device is not returned, KISD will report the Device as stolen to the local police department.

Care

Each student is responsible for the care, security and upkeep of his/her Device using the following guidelines:

- Use and keep the Device in a way that protects it from falling, being crushed, or getting wet.
- Transport and store the Device safely and properly at all times including during extracurricular events.
- Keep liquid and food away from the Device.
- Unplug cables gently.

Maintenance

- Devices must be fully charged for the school day. Students with take-home Devices are responsible for charging their Device every night.
- Clean with a soft cloth. Do not use cleansers of any type on the Device.

Damage

Grades PK-5

- Students must **immediately** report all Device damage, failures, or malfunctions to their librarian or teacher.
- Students and parents/guardians are responsible for intentional damage to any issued Device. This does not apply to manufacturer defects.
- Parents/guardians will be notified by the campus if fines are to be assessed for intentional damages incurred.

Grades 6-12

- Students must **immediately** report all Device damage, failures, or malfunctions to their librarian or designated campus helpdesk for inspection and repair.
- Students and parents/guardians are responsible for damage to any issued Device. This does not apply to manufacturer defects. Students and parents/guardians will be notified if fines are to be assessed for damages incurred.
- Parents/guardians will be notified based on the occurrence of damage incidents:
 - First incident – an email will be sent to the parent/guardian as recorded in the district's student information system.
 - Second incident – a phone call will be placed to the parent/guardian.
 - Third incident – an in-person conference will be scheduled with the parent/guardian.
- Repairs may only be performed by those authorized by KISD. If a Device has been repaired by any unauthorized entity or person, KISD will consider the Device to have been destroyed and the parent/guardian and student will be subject to full replacement cost.

Loss:

- Theft of the Device must be reported to the local police department within two calendar days of the theft. You also must notify your campus librarian by the next school day after the occurrence. A copy of the police report

must be provided to KISD at the student's campus. The police report shall be submitted within three calendar days of the date the report was filed. If no police report is filed within the designated time, parents/guardians are responsible for the full replacement cost of the Device.

- If the Device is lost, parents/guardians are responsible for the full replacement cost of the Device. The campus librarian must be notified by the next school day of loss.

Loaner Equipment

- Students may check out a loaner Device while a repair or replacement is being processed.
- Loaner Device distribution and conditions for use are at the discretion of the campus.
- **Chargers are not available for checkout as loaner equipment.**
 - Chargers may be purchased at the campus for \$20
 - You may purchase a third-party charger, but it MUST meet Device specifications. (65w USB-C). USE OF THE WRONG TYPE THIRD PARTY CHARGER MAY DAMAGE THE DEVICE.
 - One working charger is issued with every KISD Device, thus every Device MUST be returned with a charger to avoid a fine.

Fines and Financial Responsibility:

Important: Students and their parents/guardians assume financial liability for individually assigned Chromebooks. If a Chromebook is damaged or lost while assigned to an individual student, that student must pay a repair or replacement fine. The cost for total replacement of a single Chromebook is currently \$300.

OPTIONAL Protection Plan:

Parents may participate in a protection plan that will cover accidental Chromebook damages for the current school year. The fee for participating in this plan is \$25 per student. Participation is OPTIONAL and covers all accidental damage to the student's assigned Chromebook for the current enrolled school year.

Please note the following items are NOT covered by the protection plan:

- All Intentional damage.
- Lost, broken, stolen chargers.
- Lost or stolen Chromebooks.

Details for enrolling in the optional protection plan will be sent over the Summer.

Estimation of Repair Costs:

KISD never charges fees for manufacturer related defects. The following fees apply for all intentional damage, chargers, and lost/stolen devices. The following fees also apply for accidental damages for those NOT participating in the optional protection plan.

- Cracked case, or broken keyboard: \$50
- Broken Screen: \$70
- Replacement charger: \$20
- Full Device replacement due to damages, loss, or theft: \$300

Avoid repair fees by taking care of your Chromebook!

Periodic checks may be performed by the district to make sure Devices are in good condition.

- Use a protective case to help prevent damage from drops.
- Use care when handling and transporting the Device.

GENERAL RULES AND ACCEPTABLE USE

- Students may not use their accounts and/or assigned Devices for **non-school related activities** including but not limited to:
 - Gaming.
 - Attempting to access inappropriate materials.
 - Social networking.
 - Hacking or to initiate/spread SPAM and/or any unlawful activities.
 - Personal financial gain such as selling products etc.
 - Causing harm to others or other's work.
 - Distribution of advertisements, solicitations, commercial ventures, or political lobbying.
 - Trespassing in another's accounts, files, work etc.
 - Misrepresentation of Kennedale ISD, staff, or students.
 - Forgery of electronic transmission including email, social media, shared digital documents etc.
- Students may not make ANY attempt to circumvent the district's content filters or safety monitoring systems.
- Students may not illegally access or manipulate the information of a private database/system such as gradebooks and other student information systems.
- Students may not install unauthorized network access points, or other connections that may not effectively integrate with existing infrastructure.
- Students may not send, save, view, forward, or create harassing or offensive content/messages or participate in Cyberbullying. Offensive material includes but is not limited to content/messages that would violate Board Policy, student handbook, student code of conduct, or state or federal law. The school policies against harassment, bullying, and discrimination apply to the use of technology.
- Students may not remove any identifying stickers from KISD Devices.
- Students with a take-home Device may not "share" or "swap" his or her Device with other students.
- Students may not remove or rearrange keys. This is considered intentional damage and subject to fines.
- Under no circumstances may Devices be left in unsupervised areas. Any Device left in an unsupervised area is in danger of being stolen. The student and parent/guardian are responsible if a Device is stolen. Unsupervised Devices will be confiscated by staff and taken to the school office. Leaving a Device in an unsupervised location may result in disciplinary action and/or fines.
- The campus principal, in conjunction with the KISD administration and KISD Technology Department, will deem what is inappropriate use of the KISD computer network and access thereto at any time. In addition, the administration, faculty, and staff of the KISD may request that a user's account be suspended or denied at any time.

ARTIFICIAL INTELLIGENCE

- Students may only use AI with teacher permission.
- Using any District information or personally identifiable information of students or staff in an AI tool is prohibited.
- Students must understand that AI is fallible, and accuracy must always be checked. AI is not considered a credible source for research.
- Students are expected to think critically and use primary sources to fact check AI generated content.
- Some courses (for example, Advanced Placement, International Baccalaureate, Honors, and dual enrollment college and university classes) may have additional rules and limitations on the use of AI.
- If AI is used in any way to create a work product, the student must cite that they used AI and describe the extent of use. The use of AI could violate rules against cheating and academic dishonesty if used inappropriately.
- Student access to certain AI tools may be granted by the district. Privacy issues and the students' ages will be considered when determining if access will be granted.

GOVERNMENT LAWS

Technology is to be utilized in conformity with laws of the United States and the State of Texas. In conformity with Board policy and state and federal law, violations include, but are not limited to the following:

1. Criminal Acts - These include, but are not limited to:

- unauthorized tampering,
- cyberstalking,
- vandalism,
- harassing email,
- child pornography,
- cyberbullying.

2. Libel Laws - You may not publicly defame people through published material.

3. Copyright Violations - Copying, selling, or distributing copyrighted material without the express written permission of the author or publisher (users should assume that all materials available on the Internet are protected by copyright), and/or engaging in plagiarism.

PARENT RESOURCES FOR CYBERSECURITY AND ONLINE SAFETY

it is essential that parents and guardians understand the cybersecurity risks and online safety concerns associated with their child's device usage. To support families in this effort, we provide the following resources to help parents stay informed and equipped to guide their children in responsible digital citizenship:

1. [Google's Be Internet Awesome](#) – Digital safety and citizenship education for kids.
2. [Texas School Safety Center – Internet Safety](#) – Guidance on online risks, social media safety, and cyberbullying.
3. [CISA Cybersecurity Awareness](#) – Federal resources for online security and child protection.

COMPLIANCE

I understand and will abide by this User Agreement for Technology. If I break this Agreement, the consequences could include suspension of my accounts, use of Devices whether assigned or located on campus, and network access. In addition, I could face disciplinary/legal action including but not limited to school disciplinary action, criminal prosecution and/or penalty under the KISD Student Code of Conduct and/or appropriate state and federal laws.

Parent/Guardian Signature:

Date:

Student Signature:

Date