HURON SCHOOL DISTRICT
TECHNOLOGY USE AGREEMENT

Please read this document before signing

We are pleased to offer technology to the students and staff in the Huron School District and believe technology offers vast, diverse and unique resources to both students and teachers. Our goal, in providing this service to teachers and students, is to promote educational excellence in schools through facilitating resource sharing, innovation and communication.

With access to technology and people all over the world comes the availability of material that may not be considered of educational value in the context of the school setting. On a global network it is impossible to control and filter all materials. An industrious user may discover controversial information. We (the Huron School District) firmly believe in the valuable information and interaction available on this world-wide network.

Internet access is coordinated through a complex association of government agencies, as well as regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. These guidelines are provided here so that you (staff, student and/or guardian) are aware of the responsibilities you are about to acquire. In general, efficient, ethical and legal utilization of the network resources are required. If a Huron School District user violates any of these provisions, his or her technology access may be terminated and future access could possibly be denied. The signature(s) at the end of this document is (are) legally binding and indicates the party (parties) who signed has (have) read the terms and conditions carefully, understand(s) their significance and agree(s) to carefully adhere to them.

In compliance with the Children's Internet Protection Act (CIPA) requirements, as codified at 47 U.S.C. § 254(h) and (l), the Huron School District, through Wayne County RESA has in place a filtering software that restricts access to inappropriate and harmful materials on the Internet for all network users, including minors. Huron School District, in conjunction with Wayne County RESA and through direct observation has the right and ability to monitor and track all network and Internet activity. Please be aware that filtering software is not guaranteed protection against access to inappropriate sites.

Technology and Internet - Terms and Conditions

1) **Acceptable Use -** The purpose of technology, in particular the Internet, is to support research and education in and among academic and resource institutions throughout the world by providing access to unique sources and the opportunity for collaborative work. The use of your access must be in support of education and research and consistent with the educational objectives of the Huron School District. Use of other organizations' network and computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any U.S. or State regulation is prohibited. This includes but is not limited to:
    a. **Compliance with Laws -** Will comply with all applicable local, state, federal and international laws and regulations (including, without limitation the U.S. Export Administration Act) relating to transmission and use of content on the Huron School District Network, RESA Network and the Internet.
    b. **Intellectual Property -** Will not violate any use or other rights of computer software, any trade secret, copyright, moral patent, privacy or other protectable proprietary or intellectual property rights of Huron School District, Wayne RESA or any third party.
    c. **Offensive Material -** Will not submit, publish, copy or intentionally display any defamatory, libelous, slanderous, inaccurate, abusive, profane, obscene, sexually explicit, threatening, harassing, embarrassing, harmful, hateful, racially or ethnically offensive or other similarly offensive or illegal material.

d. **Controlled Substance -** Will not make available or encourage the use, sale or distribution of controlled substances.
e. **Commercial Use -** Will not distribute advertising, promotional material or other forms of solicitation for personal advantage.
f. **Impersonation -** Will not impersonate any person or entity or communicate under a name the user is not entitled or authorized to use.
g. **Confidential Information -** Will not disclose or otherwise distribute to any third party any information not intended for general distribution. This includes electronic mail (e-mail) and Huron School District personnel, financial, strategic or other business information.
h. **Personal Software -** Huron School District maintains a standard installation of software on all supplied computer equipment. User will not knowingly add, delete, or modify software on such Huron School District supplied computer equipment.

2) **Privileges -** The use of Technology and the Internet is a *privilege,* not a right, and inappropriate use may result in cancellation of those privileges. Additional disciplinary action may be determined at the building level in line with existing practice regarding inappropriate language or behavior in line with the Student Code of Conduct as listed in the Student Handbook. The administration, faculty and staff of the Huron School District may deny, revoke or suspend specific user access.
3) **Network Etiquette -** You are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:
   a. Be polite. Do not get abusive in your messages to others.
   b. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
   c. Do not reveal your personal address or phone number, or those of students or employees of the Huron School District.
   d. Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of inappropriate or illegal activities will be reported to school administrators and/or the authorities.
   e. Do not use the network in such a way that you would disrupt the use of the network by others.
   f. Illegal activities are strictly forbidden.

4) **On-line safety** - Users will abide by the following:
   a. **I will** tell a staff member if I come across information that makes me feel uncomfortable.
   b. **I will never** agree to get together with someone I "meet" on-line without first checking with a parent/teacher. In addition, the meeting will include the adult and will be held in public.
   c. **I will never** transmit pictures of myself or staff.
   d. **I will not** respond to messages that are mean or in any way make me uncomfortable. It is not my fault if I get such a message. If I do, I will tell a staff member right away.
   e. **I will** talk with a staff member so rules can be set up for going on-line. We can decide on the time of the day, the length of time I can be on-line and appropriate areas for me to visit. I will not access other areas or break these rules.
5) **Huron School District** makes no warranties of any kind, whether expressed or implied, for the service it is providing. Huron School District will not be responsible for any damages you suffer. This includes loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by its own negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. Huron School District specifically denies any responsibility for and accuracy or quality of information obtained through these services.
6) **Security -** Security on any computer is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the Internet, you must notify a staff member. Do not demonstrate the problem to other users. Students will not access RESA or any third party computer systems, databases, networks or other information without prior authorization. Do not use another user's credentials.
7) **Vandalism -** Vandalism may result in cancellation of privileges. Vandalism, as defined in the student handbook, as well as any malicious attempt to harm or destroy any form of data, data of another user, equipment or any of the programs of the above listed agencies or other networks that are connected to the Internet backbone. This includes, but is not limited to, the uploading or creation of computer viruses.

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Google Apps for Education

The Huron School District utilizes Google Apps for Education for students, teachers, and staff. This permission form describes the tools and student responsibilities for using these services. As with any educational endeavor, a strong partnership with families is essential to a successful experience.

Google Apps for Education is available for grades 1st – 12th and are hosted by Google as part of Huron School District online presence. Using these tools, students collaboratively create, edit and share files and websites for school related projects and communicate via e-mail with teachers and staff. These services are entirely online and available 24/7 from any Internet-connected computer. Examples of student use include showcasing class projects, building an electronic portfolio of school learning experiences, and working in small groups on presentations to share with others.

Guidelines for the responsible use of Google Apps for Education by students:

1. **Official E-mail Address.** All students will be assigned a **Huron Schools** e-mail account. This account will be considered the student's official Huron School District e-mail address until such time as the student is no longer enrolled with the Huron School District.
2. **Prohibited Conduct.** Please Refer to the Technology Use Agreement.
3. **Access Restriction.** Access to and use of student e-mail is considered a *privilege* accorded at the discretion of the Huron School District. The district maintains the right to immediately withdraw the access and use of these services including e-mail when there is reason to believe that violations of law or district policies have occurred. In such cases, the alleged violation will be referred to a building administrator for further investigation and adjudication.
4. **Security.** The Huron School District cannot and does not guarantee the security of electronic files hosted by Google. Although Google does have a powerful content filter in place for e-mail, the District cannot assure that users will not be exposed to unsolicited information.
5. **Privacy.** The general right of privacy will be extended to the extent possible in the electronic environment. Huron School District and all electronic users should treat electronically stored information in individuals' files as confidential and private. However, users of student e-mail are strictly prohibited from accessing files and information other than their own. The District reserves the right to access the **Huron Schools** Google account including current and archival files of user accounts when there is reasonable suspicion that unacceptable use has occurred.

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For Students

Student's Name (please print) Last Name: _____ First name: _____

School: □ Huron High School □ Renton Junior High □ Brown Elementary □ Miller Elementary

Grade: _____

Student:

I understand and will abide by the attached Huron School District Technology Use Agreement and Google Apps for Education Use Agreement. I further understand that any violation may result in my access privileges being revoked, school disciplinary action being taken and/or appropriate legal action.

Student (user) Signature: _____ Date: _____

For Parent/Guardian

Parent/Guardian:

As the parent or guardian of this student, I have read the Huron School District, Technology Use Agreement and Google Apps for Education Use Agreement. I understand that this access is designed for educational purposes. I grant consent for my student to use all educational apps required for learning. I recognize it is impossible for the Huron School District to filter and restrict access to all controversial material and I will not hold the Huron School District responsible for the material acquired on the network. It is important to note that students will have access to technology and Google Apps for Education. K-8 students will be limited to in district email only. Further, I understand the important responsibility for supervision if and when the above named student's use is not in a school setting. I hereby give Huron School District, permission to issue access to the above named student.

Parent/Guardian Signature: _____ Date: _____