Bishop CISD Responsible Use Policy 2026-2027

Technological resources are an important component in the management, communication, curriculum, and instruction of Bishop Consolidated Independent School District. BCISD students and employees may be provided a variety of technology resources, including, but not limited to the following: desktop computers, cell phones, tablets, laptops, mifi devices, interactive devices, software, and web-based programs. All electronic devices and programs should be used in a safe, responsible, and legal manner to promote educational excellence at BCISD. Parent resources for Cybersecurity, BCISD Software programs, Privacy Agreements and Internet Safety information related to HB 18 - Securing Children Online through Parental Empowerment (SCOPE) Act may be found on the Bishop CISD Website.

The use of all BCISD technology resources, including access to the Internet, is a privilege provided by the district. All users of BCISD technology equipment, software, programs, and the Internet are expected to be responsible for their appropriate behavior and communication at all times. All users are expected to abide by the generally accepted rules of network etiquette. General student standards are outlined in the BCISD Code of Conduct and the respective campus Code of Conduct. General employee standards are outlined in the BCISD Employee Handbook. Users choosing not to abide by the Employee/Student Code of Conduct may have their Internet privileges and/or use of BCISD equipment and programs revoked for a specified period as deemed appropriate by district/campus administration.

All BCISD students/employees are provided with a district email address. This resource should be used for effective communication in an educational environment. All students/employees are responsible for proper use, integrity, and security of their accounts. If there are concerns regarding the content of an electronic communication, the employee/student is expected to immediately notify campus administration. The BCISD network/Internet and email are not private. User activities and data are subject to monitoring by BCISD administrators at any time. Be advised that all district electronic communications are subject to state and federal laws.

The BCISD network is filtered and monitored according to the Children's Internet Protection Act (CIPA) requirements; however, it is impossible to guarantee there will never be objectionable material in a global network. Any attempt to circumvent the BCISD Internet filter is strictly prohibited. BCISD will strive to maintain an educational and safe network environment for all users. No right of privacy exists in the use of technological resources on the BCISD network. Users should never assume that files or communications stored, accessed, downloaded, or transmitted using district resources will be private.

Parents are expected to supervise their child/children's Internet connectivity during home use of school-owned equipment. The school-owned devices shall not be used between the hours of 11 PM and 5 AM without direct supervision and/or permission from a parent/guardian. Parents must be aware that the possibility of access to inappropriate material exists if the student uses a network other than BCISD while on school property. The parent is expected to take an active role in monitoring the student's use of his/her device.

Employees and students are expected to obey and enforce copyright laws at all times. This includes being responsible when using AI programs. Students should not use AI as a replacement for their work as assigned by teachers. The inappropriate use of AI, including manipulation and/or distribution of photos and plagiarism, will result in disciplinary actions as directed by the District Code of Conduct.

Any violation of the Bishop CISD Responsible Use Policy will be handled according to the District Employee or Student Code of Conduct. Before using any BCISD technology resources, including Internet privileges, the user and parent/guardian must sign the Bishop CISD Responsible Use Policy, indicating that they understand and agree to abide by the district regulations.

Related to Personal Communication Devices

The student will use the district's secured and CIPA-compliant (filtered) wireless network for connection to the Internet during regular school hours. Students must not try to circumvent BCISD's network filters.

BCISD is not responsible for Internet charges related to any data plan incurred on any student-owned device. Additionally, BCISD is not responsible for lost, stolen or damaged devices that the student has chosen to bring on the campuses. Students are reminded that personal cell phones, laptops, and other personal communication electrical devices are not allowed during the instructional day.

The BCISD wireless network is to be used for instructional purposes only as directed by campus officials.

The camera feature on any device should be used only with the permission of a BCISD Administrator. Under no circumstances is the camera feature of any device allowed to be accessed in the restrooms or locker rooms without district administrative approval.

Audio and video recordings should not be made without the consent of campus administration.

The student is responsible for securing all privately owned devices in their backpack, locker or personal vehicle during the instructional day. Student owned personal devices such as cell phones MUST be turned off during the school day. Neither BCISD, nor its staff or employees is liable for any personal device that is lost, stolen or damaged on school property. BCISD will not be responsible for lost data or the repair of personal devices.

ParentSquare / StudentSquare Privacy Policy: https://www.parentsquare.com/privacy/

Bishop CISD will use Parent Square as the primary source of communication with students and parents. Parents are encouraged to download the ParentSquare app; however, it is not required. With parent permission, students may download the StudentSquare app to receive communications regarding extracurricular activities.

Bishop CISD Personal Communication Device Policy

As required by HB 1481 signed into law by Governor Greg Abbott, student personal communication electronic devices are not allowed during the instructional day. Prohibited devices include, but are not limited to, cell phones, smartwatches, fitness trackers with calling/texting capabilities, Bluetooth earbuds, gaming devices, tablets, and personal laptops. All devices must be turned off and stored in the student's backpack, locker, or personal vehicle during the instructional day. Should a District Employee see a cellphone and/or communication device on a student's person (even if the imprint is visible in a pocket), the following consequences will apply:

1st Offense
- Device will be confiscated and returned to parent/guardian at the end of the school day.
- $15 Administrative Fee at pick-up

2nd Offense
- Device will be confiscated for 1 entire business day and returned to parent/guardian at the end of the school day
- $15 Administrative Fee at pick-up

3rd Offense
- Device will be confiscated for 2 entire business days and returned to parent/guardian at the end of the school day
- 2 days ISS
- $15 Administrative Fee at pick-up

4th Offense
- Device will be confiscated for 3 entire business days and returned to parent/guardian at the end of the school day
- 3 days ISS
- $15 Administrative Fee at pick-up

5th Offense
- 15 days of DAEP
- Phone is held until the end of the semester

Refusal to turn in the device:

1st offense - 5 Days ISS
2nd Offense - 10 Days ISS
3rd Offense - 15 Days DAEP

Instructional Day for BHS, BES, LJH, BPS: 7:30 am - 3:45 pm
Instructional Day for PES: 7:15 am- 3:15 pm

Bishop CISD Google for Education Responsible Use Policy

Bishop CISD will be using Google for Education Applications. These accounts will be used for school-related projects and will provide students with powerful collaboration tools including Docs, Sheets, Forms, Classroom, Meets, Jamboards, Extensions, and other tools. The email feature for all student accounts has been restricted to only allow students to send/receive to other @bcisd.me teacher or student accounts. There may be some instances where a student has permission to email outside the district.

District educators make every reasonable effort to monitor student conduct related to class content to maintain a positive learning community. All Google for Education participants will respect the teachers' time and professionalism by supporting the same positive approach. All Google for Education participants are expected to be respectful in their postings and comments. Inappropriate language, personal insults, profanity, spam, racist, sexist, discriminatory remarks, cyberbullying, or other threatening comments will not be tolerated.

All Google for Education user files and e-mail communications are subject to review by administrative district staff; the use of this service is for class-related projects and assignments. As such, users should avoid use for non-school related purposes; as a district-monitored service, there should be no expectation of privacy.

No student, or other participant, may include any information on the site that could compromise the safety of himself/herself or other class members. Participants should avoid specific comments about school location, schedules, or personal information. Students should not use their @bcisd.me account for personal communication. Parents should not use their child's school email account to communicate with Bishop CISD faculty or staff.

All Google for Education users must protect their log-in and password information and class passwords (if any). If participants suspect a password has been compromised, they must notify the teacher immediately. No Google for Education participant may share his/her log-in information or protected information about the site with anyone who is not an authorized participant. Digital plagiarism of other users' work is unacceptable.

Student users must follow all other expectations as listed in the Bishop CISD Responsible Use Policy. **Failure to follow these guidelines may result in disciplinary action and/or termination of this service.**

Google for Education runs on an Internet domain purchased and owned by the school and intended for educational use. Your student's teachers may be using Google for lessons, assignments, and video communication. Google is also available at home, the library, or anywhere with Internet access. Parents are responsible for monitoring their child's use of Apps and Extensions when accessing programs from outside BCISD. Students are responsible for their behavior and choices at all times.

Google for Education Information

At Bishop CISD, we use Google Workspace for Education, and we are seeking your permission to provide and manage a Google Workspace for Education account for your child. Google Workspace for Education is a set of

education productivity tools from Google including Gmail, Calendar, Docs, Classroom, and more used by tens of millions of students and teachers around the world. At Bishop CISD, students will use their Google Workspace for Education accounts to complete assignments, communicate with their teachers,and learn 21st century digital citizenship skills.

The notice below provides answers to common questions about what Google can and can't do with your child's personal information, including:

What personal information does Google collect?
How does Google use this information?
Will Google disclose my child's personal information?
Does Google use student personal information for users in K-12 schools to target advertising?
Can my child share information with others using the Google Workspace for Education account?

Please read it carefully, let us know of any questions, and then sign below to indicate that you've read the notice and give your consent.

Parent signature on the RUP confirms permission for Bishop CISD to create/maintain a Google Workspace for Education account for my child and for Google to collect, use, and disclose information about my child only for the purposes described in the notice below.

Google Workspace for Education Notice to Parents and Guardians

This notice describes the personal information we provide to Google for these accounts and how Google collects, uses, and discloses personal information from students in connection with these accounts.

Using their Google Workspace for Education accounts, students may access and use the following "Core Services" offered by Google (described at https://workspace.google.com/terms/user_features.html):

In addition, we also allow students to access certain other Google services with their Google Workspace for Education accounts. Specifically, your child may have access to "Additional Services"

Further, we may allow students to access additional third-party services with their Google Workspace for Education accounts. Our school administrator enables access to these third-party services with your student's Google Workspace for Education account, and authorizes the disclosure of data, as requested by the third party services. Additional information about these third-party services is available on the Bishop CISD website.

Google provides information about the information it collects, as well as how it uses and discloses the information it collects from Google Workspace for Education accounts in its Google Workspace for Education Privacy Notice. You can read that notice online at https://workspace.google.com/terms/education_privacy.html. You should review this information in its entirety, but below are answers to some common questions:

What personal information does Google collect?

When creating a student account, [insert name of school/district] may provide Google with certain personal information about the student, including, for example, a name, email address, and password. Google may also collect personal information directly from students, such as a telephone number for account recovery or a profile photo added to the Google Workspace for Education account.

When a student uses Google core services, Google also collects information based on the use of those services. This includes:

account information, which includes things like name and email address.
activity while using the core services, which includes things like viewing and interacting with content, people with whom your student communicates or shares content, and other details about their usage of the services. settings, apps, browsers & devices. Google collects information about your student's settings and the apps, browsers, and devices they use to access Google services. This information includes browser and device type, settings configuration, unique identifiers, operating system, mobile network information, and application version number. Google also collects information about the interaction of your student's apps, browsers, and devices with Google services, including IP address, crash reports, system activity, and the date and time of a request for location information. Google collects information about your student's location as determined by various technologies such as IP address and GPS. direct communications. Google keeps records of communications when your student provides feedback, asks questions, or seeks technical support

Additional Services we allow students to access with their Google Workspace for Education accounts may also collect the following information, as described in the Google Privacy Policy:

activity while using additional services, which includes things like terms your student searches for, videos they watch, content and ads they view and interact with, voice and audio information when they use audio features, purchase activity, and activity on third-party sites and apps that use Google services. apps, browsers, and devices. Google collects the information about your student's apps, browser, and devices described above in the core services section.
location information. Google collects info about your student's location as determined by various technologies, including: GPS, IP address, sensor data from their device, and information about things near their device, such as Wi-Fi access points, cell towers, and Bluetooth-enabled devices. The types of location data we collect depend in part on your student's device and account settings.

How does Google use this information?

In Google Workspace for Education Core Services, Google uses student personal information primarily to provide the core services that schools and students use, but it's also used to maintain and improve the services; make recommendations to optimize the use of the services; provide and improve other services your student requests; provide support; protect Google's users, customers, the public, and Google; and comply with legal obligations. See the Google Cloud Privacy Notice for more information.

In Google Additional Services, Google may uses the information collected from all Additional Services to deliver, maintain, and improve our services; develop new services; provide personalized services; measure performance; communicate with schools or users; and protect Google, Google's users, and the public. See the Google Privacy Policy for more details.

Does Google use student personal information for users in K-12 schools to target advertising?

No. There are no ads shown in Google Workspace for Education core services. Also, none of the personal information collected in the core services is used for advertising purposes.

Some additional services show ads; however, for users in primary and secondary (K12) schools, the ads will not be personalized ads, which means Google does not use information from your student's account or past activity

to target ads. However, Google may show ads based on general factors like the student's search queries, the time of day, or the content of a page they're reading.

Can my child share information with others using the Google Workspace for Education account?

We may allow students to access Google services such as Google Docs and Sites, which include features where users can share information with others or publicly. For example, if your student shares a photo with a friend who then makes a copy of it, or shares it again, then that photo may continue to appear in the friend's Google Account, even if your student removes it from their Google Account. When users share information publicly, it may become accessible through search engines, including Google Search.

Will Google disclose my child's personal information?

Google will not share personal information with companies, organizations and individuals outside of Google except in the following cases:

With our school: Our school administrator (and resellers who manage your or your organization's Workspace account) will have access to your student's information. For example, they may be able to:

View account information, activity and statistics;
Change your student's account password;
Suspend or terminate your student's account access;
Access your student's account information in order to satisfy applicable law, regulation, legal process, or enforceable governmental request;
Restrict your student's ability to delete or edit their information or privacy settings.

For external processing: Google will share personal information with Google's affiliates and other trusted third party providers to process it for us as Google instructs them and in compliance with our Google Privacy Policy, the Google Cloud Privacy Notice, and any other appropriate confidentiality and security measures.

For legal reasons: Google will share personal information outside of Google if they have a good-faith belief that access, use, preservation or disclosure of the information is reasonably necessary for legal reasons, including complying with enforceable governmental requests and protecting you and Google.

What choices do I have as a parent or guardian?

First, you can consent to the collection and use of your child's information by Google. If you don't provide your consent, we will not create a Google Workspace for Education account for your child.

If you consent to your child's use of Google Workspace for Education, you can access or request deletion of your child's Google Workspace for Education account by contacting the Bishop CISD Technology Department. If you wish to stop any further collection or use of your child's information, you can request that we use the service controls available to access personal information, limit your child's access to features or services, or delete personal information in the services or your child's account entirely. You and your child can also visit https://myaccount.google.com while signed in to the Google Workspace for Education account to view and manage the personal information and settings of the account.

What if I have more questions or would like to read further?

If you have questions about our use of Google's Google Workspace for Education accounts or the choices available to you, please contact the Bishop CISD Technology Department. If you want to learn more about how Google collects, uses, and discloses personal information to provide services to us, please review the Google Workspace for Education Privacy Center (at https://www.google.com/edu/trust/), the Google Workspace for Education Privacy Notice(at https://workspace.google.com/terms/education_privacy.html), and the Google Privacy Policy at https://www.google.com/intl/en/policies/privacy/), and the Google Cloud Privacy Notice at (https://cloud.google.com/terms/cloud-privacy-notice).

The Core Google Workspace for Education services are provided to us under Google Workspace for Education Agreement (at https://www.google.com/apps/intl/en/terms/education_terms.html).

BCISD District-Owned Equipment Loan/Checkout Agreement

District-owned equipment may be loaned to students/staff under the following conditions: A lost, stolen, or damaged device should be reported immediately to campus administrative staff.

Students/parents may be liable for the replacement cost of a lost or stolen iPad/laptop if so determined (pending investigation) by the district administration and police department. In case of theft, vandalism, or other criminal acts, a police/fire report must be filed by the student/parent. A copy of the police/fire report must be provided to the Principal's office within 7 days of the incident.

Approximate Replacement cost of items: Apple iPad $299, Apple USB cable $18, iPad Case $35; Apple Power Wall Block $18, Laptop $300- $400, Laptop Charger $20, Acer Screen $15, Laptop Case $20, Broken/Cracked Laptop Screen $25 - $40. Other device repair costs will be assessed by the technology department depending on availability/cost of replacement parts.

Student/Parent/Staff has agreed to abide by the BCISD Responsible Use Agreement. There should be no attempt to circumvent the Internet filtering installed on a school-owned device.

Student Responsibilities:

I will honor my family values when using a school-owned device.
I will model excellent digital citizenship at all times when using a school-owned device.
I will bring the school-owned device fully charged to school each day.
I will not leave the device unattended or in a vehicle.
I will treat the school-owned device respectfully & will report any mechanical/technical issues.
I will not disassemble any part of the school-owned device or attempt to repair the device.
I will not remove/modify the identification and inventory labels on the school-owned device.
I agree to use the school-owned device only for appropriate, legitimate & responsible communication.
I will report to my campus administrator immediately if I have accessed inappropriate sites or content.
I will keep my accounts and passwords secure and will not share this information with other students.
I will not attempt to "jailbreak" or remove any pre-installed apps on a school-owned device.
I will return the school-owned device in good working order upon school withdrawal.
I will not add stickers or draw on the laptop.
I will carry the laptop appropriately and in case, if supplied.
I will demonstrate good digital citizenship skills & use AI programs responsibly.

Parent/Guardian Responsibility:

I will supervise my son's/daughter's use of the school-owned device at home.
I will discuss our family's values and expectations regarding the use of the Internet & email at home.
I will ensure that my son/daughter understands his/her responsibilities outlined in this agreement.
I will review the BCISD Responsible Use Policy with my child.

There should be no expectation of privacy on a school-owned device. Failure to follow the BCISD Responsible Use Policy may result in disciplinary action as per the BCISD Student Code of Conduct.

2026-2027 Responsible Use Policy
Parent Acknowledgment Form

Please print carefully:

Student First Name: _____ Student Last Name: _____

Student ID: _____ Campus: _____ Grade: _____

BCISD Responsible Use Policy as published in the Ascender Parent Portal and on the BCISD Web Page. If you would like a printed copy of the policy, please contact your child's campus. We will be happy to provide that document for you.

Parent Agreement

I have read the District's Responsible Use Policy and administrative guidelines as posted in Online Registration Ascender Parent Portal and the Bishop CISD website. I hereby release the District, its operators, and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my child's use of, or inability to use, the system, including, without limitation, the type of damage identified in the District's policy and administrative regulations.

_____ Yes, I agree to the Responsible Use Policy regarding the use of Bishop CISD Network, equipment, and Internet Resources provided by the school district.

_____ No, I do not agree with the Responsible Use Policy regarding the use of Bishop CISD Network. I understand that my child will not have access to school equipment, resources, and will not be allowed to bring personal devices to school.

Please remember to print legibly:

Parent First Name: _____ Parent Last Name: _____

Street Address: _____ City: _____

Cell Phone Number: _____

Parent Signature: _____

Date: _____

A copy of the entire document may be found on the BCISD website:
https://www.bishopcisd.net/departments/technology/responsible-use-policy

2026-2027 Responsible Use Policy
Student Acknowledgment Form

I have read and understand the Responsible Use Policy. The agreement is also posted on the Bishop CISD website. I agree to follow the rules of this agreement.

Student Responsibilities Summary:

I will honor my family values when using a school-owned device.
I will model excellent digital citizenship at all times when using a school-owned device.
I will bring the school-owned device fully charged to school each day.
I will not leave the device unattended or in a vehicle.
I will treat the school-owned device respectfully & will report any mechanical/technical issues.
I will not disassemble any part of the school-owned device or attempt to repair the device.
I will not remove/modify the identification and inventory labels on the school-owned device.
I agree to use the school-owned device only for appropriate, legitimate & responsible communication.
I will report to my campus administrator immediately if I have accessed inappropriate sites or content.
I will keep my accounts and passwords secure and will not share this information with other students.
I will not attempt to "jailbreak" the iPad or remove any pre-installed apps on a school-owned device.
I will return the school-owned device in good working order upon school withdrawal.
I will not add stickers or draw on the laptop.
I will carry the laptop appropriately and in a case if supplied.
I will not attempt to circumvent the network by any means, including use of VPNs.
I will not attempt to alter or add programs to a school-owned device.

Printed Student Name:_____

Campus: _____ Grade: _____

Home Room Teacher Name: _____ Date: _____

Student Signature: _____ Student ID: _____

Signature: _____ Date: _____
(The signature above is the teacher or employee who reviewed the RUP with the student.)

2026-2027 Responsible Use Policy
Employee Acknowledgment Form

I have read the District's Responsible Use Policy and administrative guidelines as posted Bishop CISD website. I hereby release the District, its operators, and any institutions with which they are affiliated from any claims and damages of any nature arising from my use of, or inability to use, the system, including, without limitation, the type of damage identified in the District's policy and administrative regulations.

PLEASE PRINT CLEARLY.

First Name: _____ Last Name: _____

Address: _____ City/Zip: _____

Cell Phone: _____

Expected Assigned Campus/Department: _____

Expected Subject/Grade Level (If Applicable): _____

Last 4 Digits of SS: _____ Employee ID: _____

Employee Signature: _____ Date: _____

For Office use:

Employee Local ID: _____

TSDS Number: _____

A copy of the entire document may be found on the BCISD website:
https://www.bishopcisd.net/departments/technology/responsible-use-policy

Approved: May, 2026 School Board Meeting