Appropriate Use of Technology Resources
Randolph Eastern School Corporation
2018-2019

Introduction:
Randolph Eastern School Corporation (RESC) is pleased to provide students access to district technology devices, communications systems (*i.e. student e-mail accounts, web sites, blogs, wikis, podcasts, social networks, and/or other emerging technologies*), the Internet, and an array of technology resources to promote educational excellence. Each student is responsible for her/his use of technology, whether personal or district-provided. While using district and personal technology resources on or near school property, in school vehicles, and at school-sponsored activities, as well as using district technology resources via off-campus remote access, each student must act in an appropriate manner consistent with school, district, and legal guidelines. It is the joint responsibility of school personnel and the parent or guardian of each student to educate the student about his/her responsibilities and to establish expectations when using technology.

Using the Internet and Communications Systems:
District technology resources are provided to students to conduct research, complete assignments, online assessments and communicate with others in furtherance of their education. Access is a privilege not a right; as such, general rules of school behavior apply. Access to these services is given to students who agree to act in a considerate and responsible manner. Just as students are responsible for good behavior in a classroom or a school hallway, they must also be responsible when using school network or personal technologies. Students must comply with district standards and honor this agreement to be permitted to use technology.

All digital storage and RESC provided devices are district property, and as such, network administrators will review devices, files and communications to maintain system integrity and ensure that students are using technology responsibly. Students should not expect that RESC devices and content accessed through or stored within RESC technologies are private.

RESC utilizes several device software apps and web-based services operated not by Randolph Eastern School Corporation, but by third parties. In order for our students to use these programs and services, certain basic personal identifying information, generally the student's name, username, and email address, must be provided to the web site operator. Under the federal COPPA law, RESC is required to notify parents and obtain parental consent before collecting personal information from children under the age of 13. However, the law permits schools such as RESC to consent to the collection of this information on behalf of its students, thereby eliminating the need for individual parental consent given directly to each website provider. This signed AUP constitutes parental consent for RESC to provide limited personal identifying information for your child consisting of first name, last name, email address, and username to websites such as G-Suite (Google) for Education, Dropbox, Evernote and any additional web-based education programs and services, listed on the RESC website, which RESC may deem necessary during the upcoming academic year.

While the intent is to make Internet access available to further educational goals and objectives, students may find ways to access non-educational other materials as well. RESC does not condone or permit the use of this material and uses content filtering software (LightSpeed) to protect students to the fullest extent possible. Parents and guardians must be aware that content filtering tools are not completely fail-safe and while at school, direct supervision by school personnel of each student using a device is desired, but not always possible.

Students are expected to use technology resources in a manner consistent with the rules below and will be held responsible for their intentional misuse. RESC believes that the benefits of student access to the Internet in the form of information resources and opportunities for collaboration exceed any disadvantages. Ultimately, parents and/or guardians are responsible for setting and conveying the standard that their children should follow when using technology. If a student accidentally accesses inappropriate material, they should back out of the information at once and notify the supervising adult.

Proper and Acceptable Use of All Technology Resources:
All district technology resources, including but not limited to district devices, communications systems, and the Internet, must be used in support of education and academic research and must be used in a manner consistent with the educational mission and objectives of RESC. A link to the care of devices can be found on the RESC Website.

Activities that ARE permitted and encouraged include:
- school work;
- original creation and presentation of academic work;
- research on topics being studied in school;
- research for opportunities outside of school related to community service, employment, or further education

Activities that are NOT permitted nor encouraged include, but not limited to:
- Sharing logins, passwords, or access with others
- plagiarism or representing the work of others as one's own;
- using obscene language, harassing, insulting, ostracizing, or intimidating others;
- representing Copyright, Registered, and or Trademark materials as one's own work
- searching, viewing, communicating, publishing, downloading, storing, or retrieving materials that are **not** related to school work, community service, employment, or further education (thus, searching inappropriate materials is not permitted);
- damaging or modifying devices or networks;
- intentional or neglectful transmission of viruses or other destructive device files; hacking into district or external devices; intentionally bypassing district filters;
- use of USB, bootable CDs, or other device to alter the function of a device or a network;
- subscription to any online services or ordering of any goods or services;
- use of personal e-mail accounts, non-district provided e-mail accounts, on the district network;
- online sharing of any student's or staff member's name, home address, phone number, or other personal information;
- non-educational uses such as games, role-playing multi-user environments, gambling, junk mail, chain mail, jokes or raffles;
- participating in online chat rooms or using instant messaging, unless specifically assigned by a teacher;
- use of district resources for commercial purposes, personal financial gain, or fraud;
- any activity that violates a school rule or a local, state, or federal law.

Students are expected to report harassment, threats, hate-speech, and inappropriate content to a teacher, school counselor, or administrator. If a student has any questions about whether a specific activity is permitted, he or she should ask a teacher or administrator.

Media Release

RESC would like to spread the news of what is happening in our corporation. This will be done via several different types of media. These include, but are not limited to, articles and photographs, in a school or district newsletter, video of a student program show in school or on KISS TV, an article in a local newspaper, school sponsored social media, or posts on our RESC website. Pictures or videotape may be of a large group of students or individual students singled out for achievement. If a parent chooses to opt out of this release, they must complete a separate form for non-consent.

Vandalism:

Any intentional act by a student that damages district technology hardware, software, operating systems, or data will be considered vandalism and will be subject to school rules, disciplinary procedures, and financial restitution. **Any intentional act that requires a person's time to repair, replace, or perform corrective work on district technologies or data is also considered vandalism.**

Consequences of Misuse:

Misuse of personal or district technology resources while on or near school property, in school vehicles, and at school-sponsored activities, as well as the use of district technology resources via off-campus remote access may result in disciplinary action up to and including expulsion. This document shall be used in conjunction with RESC Board of Education policies and our school handbooks. In addition, the student's use of district technologies may be suspended or restricted. A school may temporarily hold (pending parental or same-day pick up) personal technology resources that are used inappropriately. Individual schools may choose to have additional rules and regulations pertaining to the use of personal, networked, and communications resources in the respective buildings. Furthermore, intentional unauthorized access and/or damage to networks, servers, user accounts, passwords, or other district resources may be punishable under local, state, or Federal law.

Reliability and Limitation of Liability:

RESC makes no warranties of any kind, expressed or implied, for the technology resources it provides to students. RESC will not be responsible for any damages suffered by the student, including those arising from non-deliveries, misdeliveries, service interruptions, unauthorized use, loss of data, and exposure to potentially harmful or inappropriate material or people. Use of any information obtained via the Internet or communications technologies is at the student's own risk. RESC specifically denies any responsibility of the accuracy or quality of information obtained through the Internet. The student and his/her parent/guardian will indemnify and hold RESC harmless from any losses sustained as the result of misuse of the district's technology resources by the student.