

# USD 243 Lebo-Waverly Technology Use Agreement

USD 243 Lebo-Waverly only authorizes the use of its technology in a manner consistent with established instructional, research, and administrative objectives of the school.

## **Ownership**

Technology issued through the One to One program is the property of USD 243 Lebo-Waverly. Students have no ownership, interest, or right to title in the laptop computers.

## **License Agreements**

USD 243 Lebo-Waverly is the sole licensee of the software/apps included with all technology. Any copying, modification, merging, or distribution of the software by the student, including written documentation, is prohibited. The student is responsible for complying with any and all hardware, software, and service provider licensing agreements, terms of use, and applicable state and federal copyright and other intellectual property protections. Violation of any such licenses, terms, or laws shall constitute a violation of this contract.

## **Acceptable Use**

USD 243 Lebo-Waverly Technology is not to be used for personal profit or nonprofit purposes such as advertising, rentals, selling or buying things, soliciting for charity, or other such uses.

***Parents & students must agree to the policy before any technology can be assigned to the student.***

- Every user must respect the security and privacy of others. The student's connection to the Internet will be filtered in accordance with school filter policy and required CIPPA compliance. Bypassing or attempting to bypass USD 243 Lebo-Waverly's filtering system is prohibited.
- The Technology may not be used in the transmission or storage of copyrighted materials not in the name of the student of school.
- Students must handle the all technology with care.

- Students must bring their Technology to school with them every day unless instructed to do otherwise by a school administrator.
- Students must not use any technology in any manner other than that for which it is intended.
- Students must not install software/apps onto technology unless specifically authorized to do so by a school administrator.
- Students must not intentionally modify network configuration files or otherwise interfere with the functioning of the USD 243 Lebo-Waverly technology system.
- Students must not intentionally transmit viruses and other such malicious computer programs/apps via the USD 243 Lebo-Waverly technology.
- District technology will be treated in a similar manner as other school-owned educational tools such as textbooks. Therefore all USD 243 Lebo-Waverly policies, rules, handbooks, contracts, and directives, including disciplinary measures, apply to the use of USD 243 Technology.
- Loss or theft of technology must be reported to the school by the first subsequent school day following the loss or theft.
- Students must not modify, upgrade, or attempt to repair technology under this contract without the express permission of the school.

## **Cyberbullying**

Cyberbullying includes, but is not limited to the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another person by sending or posting inappropriate and hurtful e-mail messages, instant messages, text messages, images, or web site postings, including blogs.

The District's computer network and the Internet, whether accessed at school or away from school, during or after school hours, may not be used for the purpose of cyberbullying. All forms of cyberbullying are unacceptable and viewed as a violation of this policy.

## **Liability**

Students are responsible for all material sent by and/or stored on district technology issued to them. Students accept responsibility for keeping all technology free from all pornographic material, in appropriate test files, or files dangerous to the integrity of USD 243 Lebo-Waverly's network, equipment, or software.

USD 243 Lebo-Waverly is not liable for any material sent by and/or stored on technology issued to students via the Technology Use Agreement.

## **No Guaranteed Content Privacy**

USD 243 Lebo-Waverly cannot guarantee that content stored on Technology issued in accordance with this contract will be private. USD 243 Lebo-Waverly respects the rights of its students; however, the District is also responsible for servicing and protecting its property.

USD 243 Lebo-Waverly reserves the right to monitor or access any storage used by students if it suspects or is advised of possible breaches or security, harassment, or other violations of other school policies, rules, regulations, directives, or law, or evidence exists which demonstrates to the school that its device may contain information, data, or other intellectual property that belongs to another person.

## **Return of the Technology**

Towards the end of the school year, a date will be announced on which the students will return their Technology. On this date, the school will inspect it for damage.

Students will be expected to pay for damages determined to be beyond normal "wear and tear."

Any damaged or missing equipment/accessories not noted at checkout will be charged to the student. If the technology is damaged, immediately contact the USD 243 Technology Director or Building Administrator. Each damage claim will be reviewed. If damage is considered the result of abuse or negligence, the user will be charged fees for damages and repairs before a new technology is issued. If a student does not check in the issued technology including power source at the end of the school year, her/his parents will be billed for the full replacement cost of the equipment.

## **Disciplinary Measures**

Misuse of technology will not be tolerated. The consequences of infractions of the Technology Use Agreement may include but are not limited to:

- Limits on the use of technology for a specific period of time
- Suspension of the use of the technology for a specific period of time
- Removal of the all technology from a student's possession for a specific period of time
- Payment of damages
- Detention
- Involvement of law enforcement officers
- Suspension from school

## **Technology Left in Unsupervised Areas**

Under no circumstances should Technology be left in unsupervised areas.

***Unsupervised areas include lockers, hanging from a locker in a backpack in the hallway, school grounds, the lunchroom, computer lab, locker rooms, library, unlocked classrooms, and hallways.*** Any technology left in these areas is in danger of being stolen. If any technology is found in an unsupervised area, it will be taken to the technology room and the student may lose their technology privileges.

## **Additional Software**

Students are not allowed to load extra software/apps on their Technology. Students may be selected at random to provide their technology for inspection.

## **Technology Damage or Theft**

Technology that malfunction, encounter problems, or are damaged must be reported to the technology director. The school district will be responsible for repairing technology that fails from a result of normal use. Students will be entirely responsible for the cost of

repairs to Technology that are damaged intentionally or through carelessness or negligence such as a cracked screen, broken hinge, or crushed exterior.

Technology that is stolen must be reported immediately to the USD 243 Technology Director/Building Administrator and the police department.

Superintendent reviews all equipment reported missing or stolen and makes a final determination as to whether the custodian of the property was negligent. If the student is concluded to be negligent for the loss, a replacement fee for the full cost of the equipment will be assessed and collected at the USD 243 school of attendance before being replaced. Lost or stolen equipment will be billed to the student at the current replacement cost.

**TECHNOLOGY INCLUDES BUT NOT LIMITED TO:**

- **Computers**
- **Electronic Tablets**
- **Network Access**
- **Wireless Access Points**
- **Digital Displays**