



Mahomet-Seymour is deeply committed to technology as a vital tool for its students, teachers, and parents. The District has determined that as a tool, technology will be integrated into our district curriculum in a way that enhances the learning of our students. As a tool, responsibilities fall on both the District and the student to ensure that the tools are effective, safe and appropriate to support our overall goal of teaching and building responsible, well balanced, contributors to our environment. As a user of technology, I understand that it is my responsibility to honor the Responsible Use Policy and uphold these Mahomet-Seymour Core Values both online, offline, at school and at home. I understand that my actions can affect others and that I will be accountable for my behavior.

**Mahomet-Seymour CUSD #3**  
**Core Value, Responsibilities and Restrictions**

We value communication; therefore, I will: use language that is pertinent and appropriate when submitting academic work, participating in online forums, and working collaboratively. I will use thoughtful and appropriate language for social postings. I will be mindful of how my words are interpreted by others.

We value privacy; therefore, I will: be aware of the privacy settings on any website to which I subscribe. I understand that anything I do online that may be interpreted as dangerous to myself or others or inappropriate for learning or the intended curriculum, may not be considered private and may be monitored. I understand that anything I do online or electronically is not private and can be monitored. I will not share personal information about myself, family, friends, or faculty.

We value honesty and safety; therefore, I will: not engage in behavior that puts myself or others at risk. I will represent myself honestly. I will seek help if I feel unsafe, bullied, or witness unkind behavior. I will communicate only with people I know. I will follow safety guidelines posted by sites to which I subscribe. The District will provide a mechanism for reporting any bullying or behavior that a student(s) may perceive as harmful to themselves or others.

We value learning; therefore, I will: apply existing knowledge to generate new ideas, products or processes. I will evaluate the validity of information presented online. I will ask questions and seek help when using school technology. I will have a positive attitude and be willing to explore different or new technologies. The district and its staff will provide as part of its curriculum, instruction and examples on how to appropriately evaluate online resources and information and integrate that into a student's work and learning.

We value respect for self and others; therefore, I will: not upload or post personal information, private communications, or photos of other people without permission. I will respond thoughtfully to the opinions, ideas, and values of others. I will not send or share mean or inappropriate electronic communications.

We value respect for school and personal property; therefore I will take proper care of all equipment. I will report misuse and/or inappropriate content to my teachers or adults.

RESPONSIBILITIES: The student will:

1. Adhere to these guidelines each time the device is used at home and school.
2. Ensure their device is charged and ready for use. The District will provide charging opportunities during the school day.
3. Use appropriate language in all communications avoiding profanity, obscenity and offensive or inflammatory speech. Cyberbullying, including personal attacks or threats toward anyone made while using either district owned or personally owned technology, is to be reported to responsible school personnel. Communication should be conducted in a responsible, ethical and polite manner.
4. Respect the Internet filtering and security measures included on all district devices and student accounts. All student 1:1 computing devices provided by the District are configured so that Internet content is filtered both when the student is at school and when on any other public or private network.
5. Use technology only for school-related purposes during the instructional day while refraining from use related to personal, commercial, or political purposes. Teachers and staff have the right to confiscate a device that is not being used appropriately in a class. Students will be held responsible for any missed work while the device is confiscated.
6. Follow copyright laws and fair use guidelines. Students should only download music, video or other content which is related to classroom assignments and which students are authorized or legally permitted to use.
7. The District uses software designed to restrict access to unacceptable content in order to protect students from harm or danger. If the District has credible reason to believe a student may be accessing dangerous or unacceptable content, the District will take steps to intervene. These steps will include: parental/guardian notification which includes the suspected danger or violation and a procedural plan to remedy the activity. This plan may include monitoring of district technology, student files, and student activity for the sole purposes of protection of the student and others; where the information is gathered is specifically used as examples and as a part of a plan for corrective measures. You must make your 1:1 device available for inspection if requested by any administrator or teacher.

RESTRICTIONS: The student will not:

1. Mark, deface, or place stickers on the Chromebook, or related accessories.
2. Reveal or post identifying personal information, files or communications to unknown persons through email or the Internet.
3. Attempt to override, bypass or otherwise change the Internet filtering software, device settings, or network configurations.
4. Attempt access to networks and other technologies beyond their authorized access. This includes attempts to use another person's account and/or password or access secured wireless networks.
5. Share passwords or attempt to discover passwords. Sharing a password is not permitted and doing so may subject the student to disciplinary action and they may be liable for the actions of others if problems arise from that unauthorized use.
6. Download and/or install any programs or games from the Internet or other sources onto any district owned technology. This includes the intentional introduction of computer viruses and other malicious software.
7. Tamper with computer hardware or software, attempt unauthorized entry into computers, and/or vandalize or destroy the computer or computer files. Intentional or negligent damage to computers or software may result in criminal charges.
8. Attempt to locate, view, share, or store any materials that are unacceptable in a school setting. This includes but is not limited to pornographic, obscene, graphically violent, or vulgar images, sounds, music, language, video, or other materials. The criteria for acceptability is demonstrated in the types of material made available to students by administrators, teachers, and the school media center.

In addition to the specific values, responsibilities and restrictions detailed above, it is expected that students and families will apply common sense to the care and maintenance of district-provided 1:1 technology is in their possession and under their control. In order to keep Chromebooks secure and damage-free, please follow these additional guidelines:

- Do not loan your 1:1 device or charger and cords to anyone else.
- Avoid having the device in any extreme temperatures.
- Do not leave the 1:1 device in a vehicle or leave it unattended at any time.
- Do not eat or drink while using the 1:1 device or have food or drinks in close proximity.
- Keep your 1:1 device away from locations like table edges, floors, seats, or pets.
- Do not stack objects on top of your 1:1 device, leave it outside, or use near water.

Despite these safeguards, we understand there is always a risk that district-provided 1:1 technology may be damaged, lost or stolen. If it is determined that a good faith effort or willful failure to protect District property has occurred, the student and their family may be responsible for repair or replacement of the Chromebook. As with any district issued resource, students are financially responsible for loss/theft, or damage of the 1:1 device, per the Chromebook damage and replacement plan.

Mahomet-Seymour CUSD #3 is not responsible for any loss resulting from use of district-issued technology and makes no guarantees that the technology or the district network systems that support student use will be available at all times. If the district network is unavailable and restricts a student's ability to complete schoolwork, the District and staff will make accommodations for the completion of the work. By signing this policy you agree to abide by the conditions listed above and assume responsibility for the care and proper use of MSCUSD #3 district- issued technology. You understand that should you fail to honor all the terms of this Policy, access to 1:1 technology, the Internet, and other electronic media may be denied in the future. Furthermore, students may be subject to disciplinary action outlined in the Mahomet-Seymour CUSD #3 Student Handbook.

As the parent/guardian, my signature indicates I have read and understand this policy and give my permission for my child to have access to and use a district-issued Chromebook.

Parent/Guardian (please print):

---

Parent/Guardian Signature:

---

Date: \_\_\_\_\_

As the student, my signature indicates I have read or had explained to me and understand this policy, and accept responsibility for abiding by the terms and conditions outlined and using these resources for educational purposes.

Student (please print):

\_\_\_\_\_ Grade:\_\_\_\_\_

Student Signature:\_\_\_\_\_

Date:\_\_\_\_\_