

Clearview Local Schools Technology Acceptable Use Policy Agreement Form

Explanation of Guidelines

The Clearview Local School District (CLSD), in cooperation with the North Coast Computer Consortium (NCC), provides students access to its computer network and the Internet for educational purposes only. If a student has doubts regarding whether a resource has educational merit, he/she should ask a staff member.

By signing this Agreement, you are agreeing not only to follow the rules in this Policy and Agreement, but are agreeing to report any misuse of the network or equipment to the person designated by the School for such reporting. Misuse means any violations of the Agreement or any other use that is not included in the Agreement, but has the effect of harming another or his or her property.

All students who want to have access to electronic/online resources must sign this form. Parents/guardians of students under age 18 are also required to read and sign the agreement. Students 18 or older may sign the document themselves. Signing the document indicates that the student and parent/guardian have read and understand the expectations of the Clearview Local School District.

Scope of Technology Policies

Policies, guidelines and rules refer to all computing devices including but not limited to computers, tablets, handhelds, MP3 players, eReaders, portable memory storage devices, calculators with interfacing capability, cell phones or ECDs (electronic communication devices), digital cameras, etc., as well as technology infrastructure, associated peripheral devices and/or software:

- 1 Owned by, leased by and/or on loan to the Clearview Local School District;
- 2 Owned by, leased by and/or on loan to any third party engaged in providing services for the District;
- 3 Any computing or telecommunication devices owned by, in the possession of or being used by district students and/or staff that are operated on the grounds of any district facility or connected to any equipment at any district facility by means of direct connection, telephone line or other common carrier or any type of connection including both hardwired, fiber, infrared and/or wireless.

All Acceptable Use Policies also apply to any online service provided directly or indirectly by the district for student use, including but not limited to: E-mail, Calendar and Docs (Google Apps for Education), PowerSchool (Parent/Student Grade Book Access), InfOhio, United streaming video service, Renaissance Learning, Study Island, and turnitin .

BYOD (Bring Your Own Device) activities are implemented at the discretion of classroom teachers and building administrators. Until wireless technology is installed throughout the district we may not be able to provide wireless connectivity for personal devices. When electronic devices are used to enhance learning in the classroom, students without a personal device will be provided access to an appropriate district-owned device if possible.

Violations of any board policies, regulations, or school rules involving a student's personal electronic device may result in the loss of use of the device in school and/or disciplinary action. The school reserves the right to inspect a student's personal electronic device if there is reason to believe that the student has violated board policies, regulations, school rules or has engaged in other misconduct while using their personal electronic device. Any search will be conducted in compliance with board policies.

Clearview Local Schools

Technology Acceptable Use Policy Agreement Form (continued)

Expectation of Privacy

At any time and without prior notice, the CLSD reserves the right to monitor, inspect, copy, review, and store any and all usage of the network and the Internet, as well as any information sent or received in connection with this usage. Because files remain the property of the CLSD, no one should have any expectation of privacy regarding such materials. Use of computer hardware, software and network may be logged to monitor appropriate usage.

Consequences for Violation of Technology Policies

Use of the computer network and Internet is an integral part of research and class work, but abuse of this technology can result in loss of privileges. Students who use the computer network or the Internet inappropriately may lose their access privileges and may face additional disciplinary or legal action. The extent of disciplinary action and/or loss of privileges will be determined by building administrators based on the level of the infraction.

Unacceptable Uses of Technology Resources

Inappropriate technology use includes but is not limited to the following:

1. Interfering with the normal functioning of computers, computer systems, or computer networks.
2. Damaging or theft of computers, computer systems, or computer networks.
3. Accessing, modifying, or deleting files / data that do not belong to you.
4. Giving your username or password to any other student, or using the username or password of someone else to access any part of the system.
5. Viewing, transmitting or downloading pornographic, obscene, vulgar and/or indecent materials.
6. Sending or publishing offensive or harassing messages and content. This includes bullying incidents.
7. Accessing dangerous information that, if acted upon, could cause damage or danger to others.
8. Violating copyright laws and/or the district policy on plagiarism.
9. Using the network / Internet to buy or sell products.
10. Recreational / non-educational use of electronic communication (e.g. e-mail, Instant Messaging, social media sites, etc.).
11. "Hacking" and other illegal activities in attempt to gain unauthorized access to restricted files, other computers or computer systems. Uploading any harmful form of programming, bypassing filters, installing any type of server, aliasing / spoofing, peer-to-peer networking or remote-control software. Possession of and/or distribution of any of software tools designed to facilitate any of the above actions will also be considered an offense.
12. Saving inappropriate files to any part of the system, including but not limited to:
 - a. Music files
 - b. Movies
 - c. Video games of all types, including ROMs and emulators
 - d. Offensive images or files
 - e. Programs which can be used for malicious purposes
 - f. Any files for which you do not have a legal license
 - g. Hobby or personal interest files, even if not offensive or inappropriate by other standards.
 - h. Any file that is not needed for school purposes or a class assignment.

NOTE: *If you need a file for a class project that you think may be considered inappropriate, then you need to have teacher and school administration permission prior to the class project.*

13. Uses that contribute to the violation of any other student conduct code including but not limited to cheating, plagiarism, hazing or harassment, bullying, theft, falsification of records, possession of banned substances/items, etc.

Internet Safety

Internet Safety training will be provided to students by CLSD in compliance with eRate guidelines.

**THIS PAGE NEEDS TO BE COMPLETELY FILLED
OUT FOR STUDENT ACCESS TO THE NETWORK**

Clearview Local Schools - Technology Use Agreement

Student's Agreement I hereby apply for use of the Clearview Computers and Computer network. I have read, understand and agree to abide by the terms of the Technology Use Agreement. Should I commit any violation or in any way misuse my access to the School District's network or the Internet, I understand and agree that my access privilege may be revoked and School disciplinary action may be taken against me.

Student name (printed) _____

Graduation year _____ **Homeroom** _____

Home phone _____

Student Signature _____

User ~ place an "X" in the correct blank: I am 18 or *older* _____ I am *under 18* _____

If I am signing this Policy and Agreement when I am under 18, I understand that when I turn 18, this Policy and Agreement will continue to be in full force and effect and agree to abide by this Policy and Agreement.

Parent or Guardian Technology Usage Agreement (to be read and signed by parents or guardians of students who are under 18): Until the signed form is returned to the school it will be assumed that the student does not have permission to participate in any of the above named activities.

As the parent or legal guardian of this student, I have read, understand and agree that my child or ward shall comply with the terms of the School District's Technology Use Agreement for the students' access to the School District's network and the Internet. I understand that access is being provided to the students for educational purposes only. However, I also understand that it is impossible for the School to restrict access to all offensive and controversial materials and understand my child's or ward's responsibility for abiding by the Policy and Agreement. I am therefore signing this Policy and Agreement and agree to indemnify and hold harmless the School, the School District, the Data Acquisition Site, that provides the opportunity to the School District for network, and Internet access against all claims damages, losses and costs, of whatever kind, that may result from my child's or ward's use of his or her access to such networks or his or her violation of the foregoing Policy and Agreement. Further, I accept full responsibility for supervision of my child's or ward's use of his or her access account if and when such access is not in the School setting.

_____ **Phone** _____

(Please print clearly) Parent/Guardian Name

I hereby give my permission for my child or ward to use the building-approved account to access the School District's computer network and the Internet; post pictures and schoolwork on the District Web Page; and, participate in Video Distance Learning activities. Any parent/guardian who wishes to exclude their child from these activities should sign the other side of this page.

_____ **Date** _____

Parent/Guardian Signature

****PLEASE RETURN THIS FORM TO THE HIGH SCHOOL LIBRARY BY FRIDAY, SEPT. 6, 2013****

THIS PAGE ONLY NEEDS TO BE SIGNED IF A PARENT/GUARDIAN WISHES TO EXCLUDE THEIR CHILD FROM THE LISTED ACTIVITY.

I hereby **DENY** permission for my child or ward's picture and/or schoolwork to be posted on the School District Web Page.

Signature _____ **Date** _____

I hereby **DENY** permission for my child or ward to be photographed, videotaped or recorded for the purposes of Public Relations or press releases and for his/her voice and image to be transmitted and viewed by instructors, students, and other persons at remote locations who are involved in a distance learning activity (such as Skype, Web Cams, etc.).

Signature _____ **Date** _____

FOR OFFICE USE ONLY:

Student Complete Name _____

ID # _____ Graduation year _____

Circle Building: High School Durling Vincent

Please scan both sides and email to appropriate distribution list.