

Technology Responsible Use Agreement

Our students use technology to learn. Technology is essential to facilitate the creative problem solving, information fluency, and collaboration that we see in today's democratic societies. While we want our students to be active contributors in our connected world, we also want them to be safe, legal, and responsible. This Responsible Use Agreement (RUA) supports our vision of technology use and upholds in our students a strong sense of digital citizenship.

How We Use Technology

The integrated information technology program at Hondo ISD develops in our students the literacy and spatial skills they need to contribute in a connected world.

We use technology to

- facilitate creativity and innovation
- support communication and collaboration
- extend research and information fluency
- collect and analyze data and to solve problems

We develop in our students a sound understanding of technology operations and concepts. We believe technology can be transformative and we encourage students to use technology to do what they could not otherwise do. We create a safe online environment for everyone. Filtering software keeps unwanted sites off our computers, and adults supervise our students' computer activities at school.

Being a Digital Citizen

We use information and technology in safe, legal, and responsible ways. We embrace the following conditions or facets of being a digital citizen.

Respect Yourself: I will select online names that are appropriate, and I will consider the information and images that I post online.

Protect Yourself: I will not publish my personal details, contact details or a schedule of my activities.

Respect Others: I will not use technologies to bully or tease other people.

Protect Others: I will protect others by reporting abuse and not forwarding inappropriate materials or communications.

Respect Intellectual Property: I will suitably cite any and all use of websites, books, media, etc.

Protect Intellectual Property: I will request to use the software and media others produce.

Available Resources

Our students can access the Internet via both wired and wireless connections that cover the entire school campus. We have more than 1500 computers through labs, classroom workstations, wireless laptops and mobile devices. Digital projectors and interactive whiteboards on all campuses facilitate group viewing and discussions.

In the district system, students will be held accountable for all activities and data transfers occurring on the computer when they are logged in. Any illegal or illicit use will be tracked to the student logged in. Students will be held accountable whether they or another student initiate the activity and must not let other students access their login credentials. Students must NOT share their username/password. Students must properly log off the system before leaving their computer. Group computer usage in which multiple students simultaneously share access to a single computer is permitted only under direct teacher supervision. It is the responsibility of the teacher to monitor group activity and prevent illicit use.

Students are also allowed to bring their own laptop/mobile devices to connect to the district wireless network provided they have current anti-virus software and their equipment is updated on a regular basis. However, the district electronic content filtering system cannot work on a device that utilizes a different network. **Students may utilize their devices in the classroom when the teacher deems appropriate for educational purposes.** The students are still held responsible for following school guidelines for accessing only appropriate content and must not access inappropriate or illegal content while in class.

Usage of Personal Electronic Devices

Students are restricted in their usage of student-owned personal electronic devices on District property and at District-sponsored events. Students are required to follow all appropriate use rules at school even if using personal devices and are subject to the same consequences for violations as they would for violations on school equipment. Personal electronic devices include but are not limited to student-owned desktop, laptop, tablet and handheld computing devices, whether wired or wireless, USB drives, cameras and cellular telephones.

- Students are prohibited from using a camera phone (a cellular phone including a camera capable of capturing and transmitting still or full motion images) in any way that violates School or District policies, including illicit and illegal use.
- Students are prohibited from using film or digital cameras and film or digital camcorders in any way that violates School or District policies, including illicit and illegal use.
- Students may not use any personal electronic devices or media including but not limited to CD/DVD burners and USB “pen” or “jump” drives (USB keys) to illegally duplicate and/or distribute copyrighted materials including music, video, movies and software.

- Students may not load a bootable, alternate operating system on any District-owned computer from any student-owned source or media, including floppy disks, CD/DVD discs or USB devices (“pen” or “jump” drives (USB keys), USB hard drives or USB CD/DVD drives).

Violations of these policies will result in the immediate confiscation of the involved device(s) or media as appropriate. Depending upon the nature and severity of the violation, the confiscated device(s) or media may be held in evidence indefinitely.

The full version of the District electronic communications policy (CQ) is available at Central office and linked on the District website: www.hondoisd.net. Copies of the administrative regulations are available at Central office, the campus offices, and linked on the District website: www.hondoisd.net. Ask questions if you need help in understanding any of these documents. Inappropriate system use will result in the loss of the privilege to use this educational tool.

Access to the District’s Electronic Communications System, including the Internet, is made available to students and employees primarily for instructional and administrative purposes and in accordance with administrative regulations.

Limited personal use of the system shall be permitted if the use:

- imposes no tangible cost on the district;
- does not unduly burden the district’s computer or network resources; and
- has no adverse effect on the student’s academic performance.

Electronic Publishing

Any electronic publication or web site that represents the District or any organizational unit of the District must meet all guidelines and requirements in accordance with district policy. Student work may be considered for publication on the World Wide Web, specifically on the Teacher or School’s website, or the District website. Such publishing requires parent/guardian permission. Students who publish on the web are expected to follow responsible publishing behavior.

Additionally, unidentified photos of students may be published on school websites, illustrating student projects and achievements. If you do not want your child’s photo to be published on the website, please indicate on the appropriate form in the ***Forms Packet***.

Consequences for Violations

I understand and will follow this Responsible Use Agreement. If I break this agreement, the consequences could include suspension of computer privileges and/or disciplinary action. I also understand that my school network and e-mail accounts are owned by Hondo ISD and are not private. Hondo ISD has the right to access my information at any time.

A user who commits an act of misconduct that is not specifically listed may also be subject to disciplinary action. Violations of this agreement, including but not limited to improper use of copyrighted material, should be reported to the campus technology facilitator or a campus administrator. In addition, if a student is receiving Special Education services, applicable State and Federal guidelines will be followed.

Consequences for inappropriate technology use could include, but are not limited to

- Suspension of access to the system;
- Revocation of the computer system account; or
- Other disciplinary or legal action, in accordance with the Student Code of Conduct and applicable laws.

Remedies and Recourse

Students accused of violating the Student Responsible Use Agreement have full rights to due process and appeals as set forth in District Policy.

Disclaimer

The District's system is provided on an "as is, as available" basis. The District does not make any warranties, whether expressed or implied, including, without limitation, those of merchantability and fitness for a particular purpose with respect to any services provided by the system and any information or software contained therein. The District does not warrant that the functions or services performed by, or that the information or software contained on the system will meet the system user's requirements, or that the system will be uninterrupted or error free, or that defects will be corrected.

The District shall not be liable for users' inappropriate use of electronic communications resources, violations of copyright restrictions or other laws, users' mistakes or negligence, or costs incurred by users. The District shall not be responsible for ensuring the accuracy, age appropriateness, or usability of any information found on the Internet.

Opinions, advice, services, and all other information expressed by system users, information providers, service providers, or other third-party individuals in the system are those of the providers and not the District.

The District will cooperate fully with local, state, or federal officials in any investigation concerning or relating to misuse of the District's electronic communications system.