

# Student Technology Responsible Use Agreement

## Use of Educational Technology Resources—Policy IJNDB-E

Responsible use of district technology requires that the use of the resources be in support of the educational goals of the district and in accordance with the following guidelines. Please review this document carefully regarding responsible use of Flagstaff Unified School District (FUSD) technology resources before signing the Technology Responsible Use Agreement section of the Student or Parent Handbook signature page. When signed it becomes a binding agreement. **Failure to provide a signed agreement will impact instructional opportunities for students such as access to an FUSD iPad and classroom activities.**

### Introduction

Flagstaff Unified School District believes access to technology resources provides students with the opportunity to learn, innovate, create, communicate, collaborate and much more. Along with the advantages that come when using technology in instruction, the regular use of technology provides an opportunity for students to become responsible digital citizens. The following information is provided to guide and support students in that process.

### Digital Citizenship Expectations

Being a good digital citizen is more than knowing how to get around online. It's about thinking critically, behaving safely, and participating responsibly in our digital world.

- Responsible digital citizens:
  - Agree to not submit, publish, display or knowingly retrieve any material that is not school appropriate (acceptable for school). Material that is generally available in print and other media in the library or classroom sets the standard for acceptability.
  - Abide by all copyright and trademark laws and regulations.
  - Protect their own privacy and that of others by not revealing the home address or personal phone numbers of themselves or others unless authorized to do so by designated school authorities and by not sharing account usernames (such as a student's lunch number) or passwords.
  - Agree to not engage in cyberbullying. Examples of cyberbullying include mean text messages or emails, rumors sent by email or posted on social networking sites, and embarrassing pictures, videos, websites, or fake profiles. Resources on cyberbullying can be found at: <https://www.stopbullying.gov/>

### Responsible Use Expectations

- Responsible digital citizens:
  - Use their own student account and not share their account information (username and password) with others.
  - Understand that communications, documents and online activities are not private and will be monitored by district staff.
  - Use FUSD Technology resources for educational purposes only.
  - Use the network in any way that will not disrupt the use of the network by others. For example, downloading of large files while connected to district wireless network may disrupt services for district staff and students.
  - Do not compromise the web filter to access blocked pages.
    - Immediately inform a teacher if restricted information/pages are mistakenly accessed.

### Technology Care Expectations

- Users responsibly care for technology when they:
  - Do not attempt to harm, modify, or destroy district hardware (including keyboards) or software, or interfere with system security and district servers.
  - Do not modify device settings.

### Digital Resources

FUSD provides our students and teachers with numerous digital tools and systems to facilitate teaching and learning. These digital tools and systems include G Suite for Education, a free web-based program for word processing, spreadsheets and presentation tools, non-core Google Additional Services (such as YouTube), Nearpod, Vimeo, Canvas, a learning management system, and video conferencing tools such as (but not limited to) Google Meet and Zoom. For these digital resources, the district makes every effort to ensure that these tools and systems -- and any other digital tools and systems adopted at the district level -- are compliant with all applicable laws and regulations,

including the Children’s Online Privacy Protection Act (COPPA) and the Family Educational Rights and Privacy Act (FERPA). By signing agreement to this form, you acknowledge that you will support the responsible use of these tools and resources by your student.

**Additional Information**

FUSD students may use personal devices for instruction. The device may belong to the user but the network belongs to FUSD, therefore, all FUSD responsible use guidance applies. If personal devices disrupt network operations, FUSD has the right to discontinue future use and the user may be liable for restitution for damages and/or disciplinary action. For purposes of assessment, personal devices may not be used. A district device must be used for district assessments.

FUSD may log the use of all systems and monitor all system utilization. It should be understood that any and all information on the FUSD network, with the exception of student records, is not deemed private. Accounts may be closed and inappropriate files may be deleted. FUSD is not responsible for any service interruptions, changes, or consequences. FUSD reserves the right to establish rules and regulations as necessary for the efficient operation of technology resources. FUSD does not assume liability for information retrieved via, nor does it assume any liability for any information lost, damaged, or unavailable due to technical or other difficulties. All FUSD devices with internet access will comply with A.R.S. 34-502, which requires public schools to limit access to materials that are harmful to minors.

**Students and Parents/Guardians – Please sign and return this page to your school.**

**Technology Responsible Use Agreement Signature Page**

**Student**

I have read, understand and agree to this agreement and the Flagstaff Unified School District policy and regulations on appropriate use of Electronic Information Systems. I understand that if I break any of the terms and conditions it may result in disciplinary action, up to and including suspension and that I may not be allowed to use the Electronic Information Services.

- **Student First Name:** \_\_\_\_\_ **Student Last Name** \_\_\_\_\_
- **Student Signature** \_\_\_\_\_
- **Student ID #** \_\_\_\_\_ **Date** \_\_\_\_\_ **School** \_\_\_\_\_

**Parent or Guardian Cosigner**

As the parent or guardian of this student, I have read this agreement and the School District’s policies and regulations on use of technology resources, and I understand them. I understand it is impossible for the School District to restrict access to all controversial, obscene or other inappropriate materials. I hereby give my permission to have my child use electronic information services, subject at all times to the terms of this user agreement and the District’s policies and regulations on use of technology resources. **I understand that this signed form needs to be returned to the school in order for my child to use district technology including FUSD iPads.**

- ◆ **Parent/Guardian Printed Name:** \_\_\_\_\_
- ◆ **Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**iPad Loan Agreement**

<p><b><u>FOR LIBRARY USE ONLY</u></b></p> <p>iPad FUSD Property Tag Number _____</p> <p>_____ Student Signature</p>
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**Student Agreement**

- ◆ I have read, agree to and will follow the policies and guidelines outlined in the FUSD iPad Loan Agreement.
- ◆ I understand that my iPad remains the property of Flagstaff Unified School District and is subject to inspection at any time.

Student Name \_\_\_\_\_ Student ID \_\_\_\_\_

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

**Parent/Guardians Responsibilities**

**A strong partnership between school and home will help students be successful using 1:1 technology**

- ◆ Review the information in the iPad Loan Agreement taking special note of the Device Protection Plan.
- ◆ Sign the iPad Loan Agreement and return it to school with your student so he or she can receive an iPad.
- ◆ Pay the \$25 Device Protection Plan Fee.
- ◆ Monitor student use away from school.
- ◆ Ensure the device is properly care for outside of school.

**I have read and agree to the FUSD iPad Loan Agreement.**

Parent/Guardian Name \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_