

~~RESPONSIBLE USE OF TECHNOLOGY CONTRACT TECHNOLOGY POLICY~~

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~~Please read this notification below carefully to be instructed in proper behavior and use regarding the Internet and technology.~~

~~This Notification covers all student technology use at Tahoe Truckee Unified School District (district or TTUSD).~~

~~This Notification also addresses use of district owned devices.~~

~~By signing this Notification and using Tahoe Truckee Unified School District's Internet and technology resources, you agree to the terms and conditions set forth in this notification and in district Board policies and administrative regulations. This includes acknowledging that the district may consent for student information to be collected in order to utilize the Internet and technology resources provided by the district and its vendors. In addition, students are reminded to abide by the district student behavioral standards.~~

~~Students will use the technology within an educational activity, such as performing research, developing projects, and disseminating information. The use of technology is a privilege, not a right. This privilege may be lost if it is not used responsibly. The Internet does include some material outside of the district's control that is not appropriate for students. Efforts are taken to protect students from inappropriate materials, but it is impossible to completely protect students from material that is not consistent with TTUSD's goals. Students have no right or expectation of privacy regarding their use of district property, network, files and/or Internet access, including email or other Internet and technology resources. The district may monitor students' use of the Internet, either through direct supervision or by monitoring Internet use, usage history, and student files, to ensure compliance with this Notification.~~

~~The district reserves the right to access, review, copy, and store or delete any electronic communication or files and disclose them to others as it deems necessary.~~

~~TERMS AND CONDITIONS~~

~~1. Personal Responsibility. I accept personal responsibility for my use of TTUSD Internet and technology resources. I will accept personal responsibility for reporting any misuse of the network to a teacher. Misuse may come in many forms, but it is commonly viewed as any transmission(s) sent or received that indicate or suggest inappropriate content, unethical or illegal solicitation, racism, sexism and inappropriate language and other issues described below.~~

~~2. Acceptable Use. The use of Internet access must be in support of education and research and must be consistent with the educational goals and objectives of the district.~~

~~Tahoe Truckee Unified School District is now providing students with Google Apps for Education accounts. Google Apps for Education includes free, webbased programs like email, document creation tools, shared calendars, and collaboration tools. This service is available through an agreement between Google and Tahoe Truckee Unified School District. Parents are responsible for monitoring their child's use of Apps when accessing programs from home. Students are responsible for their own behavior at all times. Student safety is our highest priority.~~

~~Limited Personal Use~~

~~Students may use Apps tools for personal projects but may not use them for:~~

~~* Unlawful activities~~

~~* Commercial purposes (running a business or trying to make money)~~

~~* Personal financial gain (running a web site to sell things)~~

~~* Inappropriate sexual or other offensive content~~

~~* Threatening another person (Seth's Law)~~

~~* Apps, sites, email, and groups are not public forums; they are extensions of classroom spaces where student free speech rights may be limited.~~

~~Safety~~

~~* Students agree not to meet in person with someone they have met online without their parent's approval and participation.~~

~~* Students are responsible for the use of their individual accounts and should take all reasonable precautions to prevent others from being able to use their account.~~

~~Access Restriction Due Process~~

~~* Access to Google Apps for Education is considered a privilege provided at the discretion of the district.~~

~~The district maintains the right to immediately withdraw the access and use of Apps when there is reason to believe that violations of law or district policies have occurred. In such cases, the alleged violation will be referred to the Principal or designee for further investigation and account restoration, suspension, or termination. As a party of the agreement with Google, the State of California also reserves the right to immediately suspend any user account suspected of inappropriate use. Pending review, a user account may be terminated as part of such action.~~

~~These are the laws and policies that help to protect our students online:~~

~~Child Internet Protection Act (CIPA)~~

~~The school is required by Child Internet Protection Act to have technology measures and policies in place that protect students from harmful materials including those that are obscene and pornographic. Students will receive digital citizenship curriculum as well as training regarding appropriate behavior when interacting with others in any online forum, including social networking.~~

~~<http://fcc.gov/cgb/consumerfacts/cipa.html>~~

~~Children's Online Privacy Protection Act (COPPA)~~

~~Children's Online Privacy Protection applies to commercial companies and limits their ability to collect personal information from children under 13. By default, Google advertising is turned off for Apps for Education users. No personal student information is collected for commercial purposes. This Technology Use Acknowledgment allows the school to act as an agent for parents in the collection of information within the school context. The school's use of student information is solely for education~~

~~purposes. <http://www.ftc.gov/privacy/coppafaqs.shtml>~~

~~Family Educational Rights and Privacy Act (FERPA)~~

~~The Family Educational Right and Privacy Act protects the privacy of student education records and gives parents rights to review student records. Under FERPA, schools may disclose directory information (name, phone, address, grade level, etc...) but parents may request that the school not disclose this information~~

~~<http://www2.ed.gov/policy/gen/guid/fpco/ferpa>~~

~~Other Applicable Laws~~

~~The district will abide by all other applicable state and federal laws.~~

~~3. Privilege Not a Right. The use of the electronic information system is a privilege for students in the Tahoe Truckee Unified School District, not a right. Inappropriate use will result in cancellation of my privileges and school disciplinary action.~~

~~4. Guidelines. I will abide by guidelines which include but are not limited to the following:~~

~~a. BE POLITE. Never send, or encourage others to send, abusive messages.~~

~~b. USE APPROPRIATE LANGUAGE. Remember that you are a representative of your school and Tahoe~~

~~Truckee Unified School District on a nonprivate system. You may be alone with your computer, but what you say and do can be viewed globally. Never swear, use vulgarities, or any other inappropriate language. Illegal activities of any kind are strictly forbidden.~~

~~e. ——— PRIVACY. Do not reveal any personal information, such as your home address or personal phone numbers or those of students or colleagues. Report to your teacher any person who asks for personal information or violates your privacy. No right or expectation privacy exists when using Tahoe Truckee Unified School District Internet and technology resources.~~

~~d. ——— ELECTRONIC MAIL. Electronic mail (email) is not guaranteed to be private. Messages relating to or in support of illegal activities must be reported to your teacher.~~

~~e. ——— DISRUPTIONS. Do not use the network in any way that would disrupt use of the network by others. Only take the information you want and need.~~

~~f. ——— FILE SHARING. Only use approved district programs and applications. Do not use illegal file sharing websites.~~

~~g. ——— MISUSE. Report to your teacher any misuse of the Network.~~

~~h. ——— PASSWORDS AND ACCOUNT. Keep your password secure. Do not share your password with others. Do not allow others to use your account. Do not use other people's password or account.~~

~~5. ——— Services. Tahoe Truckee Unified School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The Tahoe Truckee Unified School District will~~

Exhibit 6163.4-E: Student Use Of Technology

Status: ADOPTED

Original Adopted Date: 02/03/2016 | **Last Revised Date:** 11/06/2024

ACCEPTABLE USE AGREEMENT AND RELEASE OF DISTRICT FROM LIABILITY (STUDENTS)

The Tahoe Truckee Unified School District authorizes students to use technology, as defined in Board Policy 6163.4 - Student Use of Technology. The use of district technology is a privilege permitted at the district's discretion and is subject to the conditions and restrictions set forth in applicable board policies, administrative regulations, and this Agreement. The district reserves the right to suspend access at any time, without notice, for any reason.

The district expects all students to use technology responsibly in order to avoid potential problems and liability. The district may place reasonable restrictions on the sites, material, and/or information that students may access through the system.

The district makes no guarantee that the functions or services provided by or through the district will be without defect. In addition, the district is not responsible for financial obligations arising from unauthorized use, or misuse, of the system.

Each student who is authorized to use district technology and the student's parent/guardian shall sign this Agreement, which indicates that the student has read and understands the Agreement and Board Policy 6163.4 - Student Use of Technology.

Student Obligations and Responsibilities

Students are expected to use district technology safely, responsibly, and for educational purposes only, and in accordance with the accompanying board policy and applicable copyright laws. The student in whose name district technology is issued is responsible for its proper use at all times. Students shall not share their assigned online services account information, passwords, or other information used for identification and authorization purposes, and shall use the system only under the account to which they have been assigned.

Students are responsible for:

- Using district technology safely, responsibly, and ethically.
- Protecting their assigned devices from damage or theft.
- Maintaining an assigned device in its original condition.
- Reporting any security problems or misuse of district technology to a teacher or staff member immediately.
- Adhering to all applicable board policies, administrative regulations, and this agreement, even when using personally owned devices to access district technology.

Students shall not gain unauthorized access to the files or equipment of others, access electronic resources by using another person's name or electronic identification, or send anonymous electronic communications. Furthermore, students shall not attempt to access any data, documents, emails, or programs in the district's system for which they do not have authorization.

Students are prohibited from using district technology for improper purposes, including, but not limited to, use of district technology to:

- Accessing District Technology for illegal activities.

- Transmitting confidential information to unauthorized recipients.
- Sharing confidential or personally identifiable information with an open AI system.
- Cyberbullying: Bullying, harassing, intimidating, or threatening others using technology.
- Disclosing, using, or disseminating personal information of others with the intent to harm.
- Sending, sharing, viewing, or possessing explicit or obscene content.
- Knowingly interfering with or disrupting the normal operation of District Technology.
- Disabling antivirus software or "hacking" with District Technology.
- Intentionally disrupting or harming District Technology or operations.
- Installing unauthorized software.
- Using discriminatory, libelous, defamatory, obscene, sexually explicit, or disruptive materials.
- Creating or distributing chain emails, disruptive or offensive messages, or offensive comments about protected characteristics (race, gender, etc.).
- Inappropriate online behavior such as threats, intimidation, or "flaming."
- Using District Technology for commercial gain.
- Significant consumption of District Technology for non-school related activities.
- Excessive time spent using District Technology for non-educational purposes.
- Using copyrighted information in violation of copyright.
- Violating the direction of teachers or staff, age restrictions, or the intended use of technology.
- Infringing on intellectual property rights.
- Engaging in or promoting any practice that is unethical or violates any law or district policy.
- Adjusting privacy settings on technology tools or AI apps without permission.

Privacy

Since the use of district technology is intended for educational purposes, students shall not have any expectation of privacy in any use of district technology.

The district reserves the right to monitor and record all use of district technology, including, but not limited to, access to the Internet or social media, Internet searches, browsing history, use of AI, communications sent or received from district technology, or other uses. Such monitoring/recording may occur at any time without prior notice for any legal purposes including, but not limited to, record retention and distribution and/or investigation of improper, illegal, or prohibited activity. Students should be aware that, in most instances, their use of district technology (such as web searches and emails) cannot be erased or deleted.

All passwords created for or used on any district technology are the sole property of the district. The creation or use of a password by a student on district technology does not create a reasonable expectation of privacy.

Google Workspace and Third-Party App Consent

The district utilizes Google Workspace for Education and other vetted and approved third-party applications to enhance the learning experience. By signing this agreement, parents/guardians grant permission for their child to access and use these tools.

Personally Owned Devices

If a student uses a personally owned device to access district technology, the student shall abide by all applicable board policies, administrative regulations, and this Agreement. Any such use of a personally owned device may subject the contents of the device and any communications sent or received on the device to disclosure pursuant to a lawful subpoena or public records request.

The Parent/Guardian understands that TTUSD is not responsible for lost, stolen, or damage to personal devices. While at school, students accept monitoring of student usage of their personal devices at any time, when requested by school Personnel (teachers or administration) according to California Education Code Section 48901.5. All costs for data plans and fees associated with mobile devices are the responsibility of the student and/or parent.

Justifiable, School-Related Usage

The Tahoe Truckee Unified School District reserves the right to review any usage and make a case-by-case determination whether the User's duties require access to and/or use of District Technology which may not conform to the terms of this policy.

Reporting

If a student becomes aware of any security problem (including, but not limited to, a cyberattack, phishing, or any compromise of the confidentiality of any login or account information), or misuse of district technology, the student shall immediately report such information to the teacher or other district personnel.

Consequences for Violation

Violations of the law, board policy, or this Agreement may result in revocation of a student's access to district technology and/or discipline, up to and including suspension or expulsion. In addition, violations of the law, board policy, or this Agreement may be reported to law enforcement agencies as appropriate.

TTUSD Technology Use Agreement for Younger Students (TK - third grade)

At Tahoe Truckee Unified School District we promote safe, kind, respectful, and responsible behavior while using technology. Please review this agreement with your child as appropriate for their age:

Technology Type	Kind, Respectful	Safe	Responsible
TTUSD Issued Devices for In-School Use	<ul style="list-style-type: none"> ● Use devices for educational purposes ● Positive and supportive feedback ● Follow class rules specific to each device ● Be grateful for your use of technology as an educational tool 	<ul style="list-style-type: none"> ● Treat devices with care to avoid damage ● Follow instructions to ensure proper functions of device ● Only access teacher approved websites ● Tell a parent or trusted adult if someone you don't know is trying to contact you or is harassing you online 	<ul style="list-style-type: none"> ● Use devices for educational purposes ● Be a good digital citizen ● Create a positive online reputation (footprint) ● Be aware of your screen time ● Type only what you would say in person
Personal Devices Brought to School	<ul style="list-style-type: none"> ● Use devices for educational purposes ● Positive and supportive feedback ● Follow teacher direction for personal tech use ● Be grateful for your use of technology as an educational tool 	<ul style="list-style-type: none"> ● Keep in backpack or other designated area at all times ● Only use with teacher approval ● TTUSD public network access use only (no hot spots, 3G or 4G cellular network use) ● Tell a parent or trusted adult if someone you don't know is trying to contact you or is harassing you online 	<ul style="list-style-type: none"> ● Keep in backpack or other designated area at all times ● Be a good digital citizen ● Create a positive online reputation (footprint) ● Be aware of your screen time ● Type only what you would say in person

Transportation Guidelines on Technology:

We understand the need and importance for communication with parents and/or the use of school district devices to work on homework while riding the bus. TTUSD staff ask that you practice good digital citizenship while on the bus and remember Rule #13 of the Transportation Guide: "Taking pictures or videos on the bus is prohibited." Technology can be withheld for the duration of the bus ride if the technology guidelines are not followed. Always follow the school and district guidelines of being safe, respectful, and responsible with technology on the bus.

If you need information in regards to being a good digital citizen, please refer to the following websites:

- Be Internet Awesome: <https://goo.gl/AuxDeo>
- Safe Smart Social: <https://goo.gl/A05HeE>
- Common Sense Media: <https://goo.gl/hO29hr>
- Home internet security: <https://goo.gl/Xe2cSR>

Parents and Guardians:

The best way to use a device safely is to monitor use: screen time, appropriate apps, and appropriate websites. Talk with your child about what is appropriate, be clear with your expectations for the use of technology and how to be safe, kind, respectful, and responsible. As always, communication is key. If you have any questions about technology please contact your child's teacher or administration.

Student Acknowledgment

I have received, read, understand, and agree to abide by this Agreement and other applicable laws and district policies and regulations governing the use of district technology. I understand that there is no expectation of privacy when using district technology. I further understand that any violation may result in loss of user privileges, disciplinary action, and/or appropriate legal action.

Name (Please Print):

School:

Grade:

Signature:

Date:

Parent or Legal Guardian Acknowledgment

If the student is under 18 years of age, a parent/guardian must also read and sign the Agreement. As the parent/guardian of the above-named student, I have read, understand, and agree that my child shall comply with the terms of the Agreement. By signing this Agreement, I give permission for my child to use district technology and/or to access the school's computer network and the Internet. I understand that, despite the district's best efforts, it is impossible for the school to restrict access to all offensive and controversial materials. I understand that repair or replacement costs of an issued device and charger will be charged, up to \$200. I agree to release from liability, indemnify, and hold harmless the school, district, district personnel and the Board against all claims, damages, and costs that may result from my child's use of district technology or the failure of any technology protection measures used by the district. Further, I accept full responsibility for supervision of my child's use of my child's access account if and when such access is not in the school setting.

Name (Please Print):

Signature:

Date: