

Instructional Device Acceptable Use Agreement

Content

Applications (Apps) will be downloaded (synced) at school. School owned devices may be synced to a student's personal computer, however, in the event the device runs out of memory, all such personal content will be subject to deletion to make room for required instructional content. Likewise, students may also load apps that are not part of the required instructional program, however, in the event the device runs out of memory, all such apps and content will be subject to deletion. LCSD#2 will not be liable for lost or erased personal data or content. Apps or content purchased, downloaded, or created by the student are not the responsibility of the district.

Mobile Technology Precautions

- Keep your iPad in the district-issued or approved case at all times.
- Keep iPads free of any writing, drawing, stickers, or labels that are not applied by LCSD#2.
- Do not set books on the iPad.
- Do not have food or drinks around the iPad.
- Wipe surfaces with a clean, dry soft cloth.
- Avoid touching the screen with pens or pencils.
- Do not leave the iPad exposed to direct sunlight or near any heat or moisture sources for extended periods of time.
- Students should not photograph any other person without that persons' consent. Respect the privacy of others.
- The iPad is subject to routine monitoring by LCSD#2. Upon request of any LCSD#2 staff member, a student must immediately surrender their device.

Cyber Bullying

The highest level of **Digital Citizenship** is expected from each student. Electronic devices and network access will be available to students who adhere to the strict level of Digital Citizenship. LCSD#2 policy, JICFA, strictly prohibits cyber bullying. Cyber-bullying is bullying through the use of technology or any electronic means. State law prohibits bullying.

Harassment, intimidation or bullying means any intentional gesture or any intentional written, verbal or physical act that a reasonable person under the circumstances should know will have the effect of:

1. *Harming a student physically or emotionally, damaging a student's property or placing a student in reasonable fear of personal harm or property damage; or*
2. *Insulting or demeaning a student or group of students, causing substantial disruption in, or substantial interference with, the orderly operation of school; or*
3. *Is so sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for a student or group of students.*

"Written" acts include, but are not limited to handwriting or typed communications, e-mails, text messages, blogs and other forms of electronic communications.

A "school" as defined in this policy includes a classroom or other location on school premises, a school bus or other school related vehicle, a school bus stop, an activity or event sponsored by a school, whether or not it is held on school premises, and any other program or function where the school is responsible for the children. (LCSD#2 Policy JICFA) (WY Stat § 21-4-313)

Students using school issued electronic devices or the district network to participate in Cyber Bullying may lose possession and access to both the device and the network. Students who engage in cyber bullying, harassment or intimidation shall be subject to disciplinary action, up to and including suspension or expulsion. (JICFA)

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The purpose of the Lincoln County School District #2 1:1 Digital Learning Environment is to increase student learning of 21st Century Skills and the Wyoming Content and Performance Standards, through continuous use and integration of technology across learning environments including school, home, and community. To achieve this, the district is providing iPads for all students in grades 9-12.

Terms

Students will comply at all times with the LCSD#2 Instructional Device Agreement. Any failure to comply may terminate student's rights of possession, effective immediately, and the district may repossess the iPad. Any lost, stolen, or damaged iPads must be reported to school authorities immediately.

LCSD#2 has legal title to the property at all times. The student's right of possession and use is limited to and conditioned upon full and complete compliance with this agreement. Students will be required to read and comply with the LCSD#2 Internet Use Agreement. (EDC-R)

Teachers and staff may also set additional requirements for use within classrooms, lunchrooms, etc. LCSD#2 reserves the right to confiscate and search an iPad to ensure compliance with the Internet Use Agreement and/or the Instructional Device Agreement.

LCSD#2 reserves the right to restrict apps or other content from being installed onto the device. Students will be given the opportunity, upon exiting, to purchase their iPad at a tiered rate set by the district.

Loss, Theft or Damage

Should an iPad be damaged, lost, or stolen the student or parent/guardian should immediately notify the school administration. If an iPad is stolen the student/guardian should file a police report as soon as possible. If the iPad is lost, stolen, or damaged as a result of irresponsible behavior, the parent may be responsible for the full replacement cost.

In the event of a lost or stolen iPad a police report will be filed and LCSD#2 may deploy location software to aid in recovering the iPad. Students who are no longer enrolled in LCSD#2 must return the iPad, along with any other accessories, at the time they leave. Use Agreement funds will not be refunded.

Repossession

If the student does not return the iPad the school resource officer will be notified and the device will be considered stolen.

Monitoring and Supervision

- Do not leave the iPad unattended in an unlocked classroom or during an extracurricular activity.
- Any attempt to "jailbreak" or remove the MDM profile may result in loss of privilege and/or suspension.
- Internet filtering is provided as a safeguard. Attempting to by-pass the Internet filter or MDM is prohibited.
- Students are responsible for the safety and security of the iPad and any activity on the device.
- The district may disable the iPad remotely to protect the device and/or data on the device.

Transport

- Do not leave the iPad in a vehicle for extended periods of time or overnight.
- Do not leave the iPad in visible sight when left in a vehicle.

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Student Responsibilities

- Find my iPad must be turned on at all times.
- LCSD#2 is not responsible for the loss of any personal files that may be deleted from an iPad.
- In the event of any disciplinary action, the completion of all class work remains the responsibility of the pupil.
- Students are responsible for home Internet connections. The school will **not** provide support for home internet or networks.

Maintaining and Safeguarding

- iPad batteries are required to be charged and be ready to use in school.
- Memory space is limited. Academic content takes precedence over personal files and apps.
- iPads belonging to other students are not to be tampered with in any manner.
- If an iPad is found unattended, it should be given to the nearest staff member.

Prohibited Use of the iPad

- Accessing or Posting Inappropriate Materials – All material on the iPad must adhere to the LCSD#2 Internet Use Agreement Policy & the Student Technology Agreement. Students are not allowed to send, access, upload, download or distribute offensive, threatening, pornographic, obscene, or sexually explicit materials.
- Cameras – students must use good judgment when using the camera. The student agrees that the camera will not be used to take inappropriate, illicit, or sexually explicit photographs or videos; nor will it be used to embarrass anyone in any way. ***Any use of camera in restrooms or locker rooms, regardless of intent, will be reported to the School Resource Officer.***
- It is illegal for students to transmit or possess pornographic images of themselves or other students.
- Any student caught trying to gain access to another student's accounts, files, or data will be subject to disciplinary action.
- Malicious Use/Vandalism – any attempt to destroy hardware, software, or data will be subject to disciplinary action.
- Inappropriate media may not be used as a screensaver or background photo. Presence of pornographic materials, inappropriate language, alcohol, drug, or gang related symbols or pictures will result in disciplinary actions.

Student Name: _____ (Please Print)

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

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Student Pledge

(Please put your initials on the line after each statement once you have read it. Your initials on the line signify you are in agreement).

1. I will take care of my iPad. I understand that I will be issued the same mobile device each year. ____
2. I will never leave my iPad unattended or in an unsecure location. ____
3. I will never loan out my iPad to other individuals. ____
4. I will know where my iPad is at all times. ____
5. I will charge my iPad daily. ____
6. I will keep food and beverages away from my iPad since they may cause damage to the iPad. ____
7. I will not disassemble any part of my iPad or attempt any repairs. ____
8. I will protect my iPad by using the district-approved case at all times. ____
9. I will use my iPad in ways that are appropriate and educational. ____
10. I will not place decorations (such as stickers, markers, etc.) on the iPad. ____
11. I can decorate the iPad case, above the identification label, with appropriate stickers, markers, etc. ____
12. I understand my iPad is subject to inspection at anytime, without notice, and remains the property of LCSD#2. ____
13. I will not "Jailbreak" or attempt to alter the operating system in any way. ____
14. I will follow the policies outlined in the Internet Use & Student Technology Agreements at all times. ____
15. I will file a police report if my iPad is stolen. ____
16. I will be responsible for all intentional damage. ____
17. I agree to pay for the replacement of my power cords, charger, and case in the event any of these items are damaged, lost, or stolen. ____
18. I will "Backup" my iPad's content by turning on the Backup option in my iPad Settings.

Student Name: _____ (Please Print)

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____