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Baldwinsville CSD 1:1 Technology Agreement

**Introduction**

Access to technology supports a more in-depth collaborative experience in online learning, curriculum and content anytime, and differentiated learning. Students who use technology effectively to learn, communicate, collaborate and create will be better prepared for whatever their future brings. A one-to-one (or 1:1) technology plan supports the Board of Education goals and the district’s vision for teaching and learning.

**Policies and Procedures**

Every student has been provided a Chromebook. Parents and students will need to review this document. The Device is the property of the district. It must be returned to the school if leaving the district or when instructed to do so.

**A. Student Expectations for Care**

1. Students in 6th-12th grade will take the device home each night and bring it to school each day. Each device has an asset tag number that is assigned to the individual student and recorded in SchoolTool. Students should never share or swap devices.
2. The device should come to school each day fully charged.
3. Students will **not** eat or drink near the Chromebook. Food or liquid damage may result in potential disciplinary action and financial consequences.
4. Students are expected to keep the Chromebook clean. Use sanitizing wipes on the keyboard, cover and screen (do not spray cleaning products directly onto the Chromebook).
5. Student will not alter the physical device - District stickers, screen, keys, touchpad, etc. Nothing is to be added to the device such as stickers. Anything added by the district is not to be removed, such as ID tags or barcode stickers.
6. Malicious damage could result in disciplinary action and financial consequences.
7. Devices should never be left unattended.
8. Lock the Chromebook screen when not in use.
9. Student will report lost, damaged, stolen, or other problems to the district immediately.

**B. Expectations for Use of Chromebook and Google Account**

1. Device is used for *educational* purposes only, regardless of where/when.
2. Students must follow all district policies regarding online activity on the device both at home and at school.
3. There are no rights of privacy when using School-owned accounts and devices. All Chromebook activity is monitored and filtered with AristotleK12. Access to Meets, Chats, and other apps may not be available outside of school hours.
4. Misuse of Gmail, Docs, Classroom, Chat, or other apps to communicate for the use of harassment, bullying, and other inappropriate behavior may result in revoked privileges, disciplinary action.
5. No inappropriate images shall be added to account profile or background. Students may not use images of other people, whether known or unknown, as this is a misrepresentation of the student.  If you have any questions, please ask the building principal.
6. Students will provide their own headphones for independent learning times.
7. Students shall not share the use of their Chromebook with other students unless permission is given by a teacher.
8. Passwords will never be shared. The student is responsible for what happens in his/her/their own accounts.
9. No apps, extensions, or programs will be installed by the student that haven’t previously been approved by the district.
10. Students will not use their Google account to sign up for website accounts or subscribe to websites that aren’t approved by the district.

**C. Parent/Guardian Expectations**

1. Student(s) is to be monitored at home for appropriate use by parent/guardian. There are no rights of privacy when using School-owned accounts and devices. As mentioned in the Acceptable Use Policy, “Students are not to access sites that are questionable in nature (i.e. pornographic, threatening, gratuitously violent, and/or obscene). While the district does provide filtering software, the district cannot guarantee that all potentially objectionable sites are restricted. While we work hard to filter the internet traffic and place high importance on providing an educational environment that is focused on the safety and well-being of our students, the filter program may not block 100% of the potentially inappropriate material on the web. If you have any questions or concerns, please contact your building principal.
2. Parents/Guardians are responsible for holding the student accountable to student expectations while at home.
3. While we will be addressing digital citizenship, online behavior and safety, and self-care over the course of the year. We encourage all parents to communicate with their children about this topic.

**D. Privacy Expectations**

No right of privacy exists in the use of technological resources provided by the school.  School system administrators or individuals designated by the Superintendent may review files, internet history logs, monitor communications/content activities, and intercept email messages to maintain system integrity and to ensure compliance with board policy and applicable laws and regulations.  School system personnel shall monitor online activities of individuals who access the internet via school owned computers.

**E. Misuse and Abuse**

A referral will be completed and turned in to administration for any misuse/abuse of policies related to technology use and disciplinary action may be taken.

**F. Lost/Damage/Stolen**

If a device is lost, damaged or stolen, the student must notify school administration immediately. A loaner or replacement will be provided. If damage or loss has occurred, there will be a charge for the replacement or repair. Normal wear and tear are expected and will not incur a fee.

**G. Miscellaneous**

1. Printing from the Chromebooks in school is generally not allowed. Students may use a printer with the Chromebook at home.
2. If a student needs access to an extension, app, or site, they will go through the teacher first. The teacher will then make a request to the technology department if deemed educationally sound, necessary, and in compliance with state and federal regulations.
3. Students are asked to keep their devices at home over the summer- if at all possible. Keep the device charged and periodically use the device to keep the operating system up to date.

[**2021-22 Acceptable Use Policy Network User Guide**](https://www.bville.org/tfiles/folder311/2021-22%20Acceptable%20Use%20PolicyNetwork%20User%20Guide.pdf)

[**Student Use of Computer Resources (Acceptable Use Policy)**](https://www.bville.org/tfiles/folder311/STUDENT%20USE%20OF%20COMPUTERIZED%20INFORMATION%20RESOURCES%20%28ACCEPTABLE%20USE%20POLICY%29.pdf)

**H. Enforcing the Agreement**

By accepting the device, the parent or guardian and student are agreeing to the terms above in this document.