

Morro Bay High School
**Technology Handbook and
Acceptable Use Agreement**



“Bring Your Own Device to School!”

Table of Contents

Table of Contents	2
Purpose	3
Frequently Asked Questions	3
Frequently Asked Questions (continued)	4
Responsible Use Policy	5

Purpose and Introduction

Providing students and staff with a 21st century digital learning environment is part of the San Luis Coastal Unified School District Initiatives. Beginning in August of the 2014-2015 school year, Morro Bay High School will allow students to bring their own technology devices (laptops, netbooks, smart phones, eReaders, iPads, etc.) to use at specified times during the school day. Use of devices to enhance learning in the classroom will be pursued when deemed appropriate at individual teacher discretion. In addition to bringing their own devices, with teacher approval, students may use their devices in the classroom to access and save information from the Internet, collaborate with other learners, and utilize the productivity tools available to them.

While the District expects students not to be accessing inappropriate material, it is not possible to absolutely prevent such access. It will be each student’s responsibility to follow the rules for appropriate and responsible use. Administrators and faculty may review files and messages to maintain system integrity and ensure that users are acting responsibly.

Frequently Asked Question

I brought my device to school to use in the classroom, but my teacher said I couldn’t use it in her classroom. Can I still use it?

The teacher in the classroom has the final say on procedures in the classroom. If he or she asks you not to use your device, then you should follow those directions. Access is available but not guaranteed for each classroom situation.

I am uncertain on specific policy regarding times and locations my personal device can be used during the school day. Exactly when am I allowed?

Morro Bay High School Appropriate Use

- Before/after school..... YES**
- In class when my teacher designates use for learning.....YES**
- During passing period.....YES**
- During nutrition break.....YES**
- During lunch.....YES**

I have my laptop/mobile device with me in class. How do I get on the Internet now?

Most laptops or other personal technology devices (smart phones), will detect a wireless connection when you are near one. Students are to use the classroom provided “hotspot” or their own 3 or 4G internet connection.

What if my laptop or phone is stolen or damaged? What recourse can I take?

Students bring electronic communication devices to school at their own risk, just like any other personal item. The district will not be held responsible if an electronic device or other item is lost, stolen, broken, or misplaced, including those that have been confiscated by school staff.

I don't have my own electronic communications device to bring to school. Will I be penalized or miss out on instruction?

No! It is not mandatory for students to bring a device, even if they do own one. When electronic devices are used to enhance learning in the classroom, students without a personal device will be provided access to an appropriate district owned digital device either to use individually or share on another student's device. Keep in mind that learning can be enhanced greatly for the entire class even if only a handful of students have a device!

Are there any guidelines that must be followed when I'm using my device on the proper wireless and during the designated times at school?

Use of electronic communications devices during the school day is a privilege. Adherence to the guidelines below is essential to maintaining an academic environment and the integrity of the classroom.

Student _____

School _____ School Year _____

San Luis Coastal Unified School District (SLCUSD) provides limited access to the Internet, which includes local, national, and international sources of information, through its local network and district technology. Every SLCUSD user is expected to act in a responsible, ethical, and legal manner on the Internet. Students are taught network etiquette and are expected to follow it. Using the district's network is a privilege, not a right, and a student's privilege may be revoked at any time without prior notice even if it results in a student failing a class. To become a student user, students and their parents must complete this form and return it to the student's school.

Students using district technology resources are subject to having all activities, including but not limited to, e-mail, personal drives, and Internet searches, monitored by network security systems or district personnel. SLCUSD has taken all reasonable steps to ensure the Internet is used only for purposes consistent with curriculum. The district or school cannot completely prevent the availability of material on the Internet that may be deemed harmful or intended for adults, especially when a student is determined to find it. Information obtained via the Internet is at the user's risk.

I understand that the district may provide students access to the district's technology resources for educational purposes, and that this access is a privilege, not a right. I acknowledge that I have been provided, read, and understand policies, regulations, and guidelines regarding the use of the district's technology resources. I further acknowledge that inappropriate use of the district's technology resources shall result in a cancellation of student use privileges, disciplinary action, and/or legal action in accordance with law, Board policy and administrative regulations. I agree to defend, indemnify, and hold-harmless the district and all district personnel for the failure of any technological protection measures, violations of copyright restrictions, student mistakes or negligence, or any student costs incurred.

I have read, understand, and will abide by Board Policy and Administrative Regulation 6163.4 regarding Student Responsible Use of Technology as contained in the annual *Parents' Booklet of Information*.

Student Signature

Date

Parent/Guardian Signature

Date