

AR 6163.4 Student Use of Technology

The principal or designee shall oversee the maintenance of each school's technological resources and may establish guidelines and limits on their use. All instructional staff shall receive a copy of this administrative regulation, the accompanying Board policy, and the district's Acceptable Use Agreement describing expectations for appropriate use of the system and shall also be provided with information about the role of staff in supervising student use of technological resources. All students using these resources shall receive instruction in their proper and appropriate use. This includes providing information specifically addressing appropriate on-line behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response, as required by the Protecting Children in the 21st Century Act. This information is available in the Net Cetera booklet "Chatting with Kids About Being Online" located at www.onguardonline.gov.

Teachers, administrators, and/or library media specialists shall prescreen technological resources and online sites that will be used for instructional purposes to ensure that they are appropriate for the intended purpose and the age of the students.

At the beginning of each school year, parents/guardians shall receive a copy of the district's policy and administrative regulation regarding access by students to the Internet and on-line sites. (Education Code 48980)

Online/Internet Services: User Obligations and Responsibilities

Students are authorized to use district equipment to access the Internet or other online services in accordance with Board policy, the user obligations and responsibilities specified below, and the District's Acceptable Use Agreement.

1. The student in whose name an online services account is issued is responsible for its proper use at all times. Students shall keep personal account numbers and passwords private and shall only use the account to which they have been assigned.
2. Students shall use the district's system safely, responsibly, and primarily for educational purposes. This includes appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber bullying awareness and response.
3. Students shall not access, post, submit, publish, or display harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs. Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code 313)
4. Unless otherwise instructed by school personnel, students shall not disclose, use, or disseminate personal identification information about themselves or others when using email, chat rooms, or other forms of direct electronic communication.

Students also shall be cautioned not to disclose such information by other means to individuals contacted through the Internet without the permission of their parents/guardians.

Personal information includes the student's name, address, telephone number, Social Security number, or other personally identifiable information.

AR 6163.4 Student Use of Technology (continued)

5. Students shall not use the system to encourage the use of drugs, alcohol, or tobacco, nor shall they promote unethical practices or any activity prohibited by law, Board policy, or administrative regulations.
6. Students shall not use the system to engage in commercial or other for-profit activities.
7. Students shall not use the system to threaten, intimidate, harass, or ridicule other students or staff.
8. Copyrighted material shall not be placed on the system without the author's permission. Students may download copyrighted material for their own use only. Any materials utilized for research projects should be given proper credit as with any other printed source of information.
9. Students shall not intentionally upload, download, or create computer viruses and/or maliciously attempt to harm or destroy district equipment or materials or manipulate the data of any other user, including so-called "hacking."
10. Students shall not attempt to interfere with other users' ability to send or receive email, nor shall they attempt to read, delete, copy, modify, or use another individual's identity.
11. Students shall report any security problem or misuse of the services to the teacher or principal.

The district reserves the right to monitor use of the district's systems for improper use without advance notice or consent. Students shall be informed that computer files and electronic communications, including email, are not private and may be accessed by the district for the purpose of ensuring proper use.

Whenever a student is found to have violated Board policy, administrative regulation, or the district's Acceptable Use Agreement, the principal or designee may cancel or limit a student's user privileges or increase supervision of the student's use of the district's technological resources, as appropriate. Inappropriate use also may result in disciplinary action and/or legal action in accordance with law and Board policy.

AR 6163.4 Student Use of Technology (continued)

ACCEPTABLE STUDENT USE OF PERSONALLY OWNED DEVICES

Students are authorized to bring personally owned digital devices to school for use consistent with this regulation, applicable Board policies, the Student Acceptable Use Agreement, and the Student Voluntary BYOD Agreement.

A personally owned digital device (Bring Your Own Device – BYOD) includes all existing, emerging and future digital devices that have the capability to take photographs; record or playback audio or video; input or display text; store data; upload and download media; and transmit or receive messages or images. Examples of a personally owned digital device shall include but are not limited to: MP3 players and iPods; iPads, Nooks, Kindles and other tablet PCs; laptop and netbook computers; flash drives; personal digital assistants (PDAs), cell phones and smart phones such as BlackBerry, iPhone, or Droid, and any device with similar capabilities.

Personally owned devices are permitted for use during the school day for educational purposes and in approved locations, and only with the consent of a teacher or administrator. Personally owned devices used in school are not permitted to connect to the Internet through a personal wireless content service provider (3G, 4G LTE, etc.) Personally owned devices must access the Internet via the District's content filtered guest network when available.

Educational purposes include classroom activities, career development, and communication with experts, homework, and limited high quality self-discovery activities. Students are expected to act responsibly and thoughtfully when using technology resources. Students must be aware of the appropriateness of their communications when using District-owned or personally owned digital devices. If students are unsure about a particular use of technology, the students are responsible for asking school administrators or teachers before using it.

Inappropriate communication includes, but is not limited to: obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language or images captured, typed, posted, or spoken by students; information that could cause damage to an individual or the school community or create the danger of disruption of the academic environment; personal attacks, including prejudicial or discriminatory attacks; harassment (persistently acting in a manner that distresses or annoys another person) or stalking of others; knowingly or recklessly posting false information about a person or organization; and communication that promotes the destruction of property, including the acquisition or creation of weapons or other destructive devices. If a student is told to stop sending communications, the student must cease the activity immediately.

Unacceptable devices include but are not limited to gaming devices or consoles, laser pointers, modems or routers, and televisions.

Personally owned devices are permitted for use during the school day for educational purposes and/or in approved locations only with the consent of a teacher or administrator.

The District is not liable for the loss, damage, misuse, or theft of any personally owned device. Insurance for personal digital devices, covering loss of device, repair, etc., can be purchased by parents through various sources such as Student Insurance Partners (<http://www.studentinsurancepartners.com/>) or Worth Avenue Group (<http://www.worthavegroup.com>).

Use of technology to harass, threaten, demean, humiliate, intimidate, embarrass, or annoy others is unacceptable and will not be tolerated. This type of behavior is known as cyberbullying and is subject to disciplinary action.

AR 6163.4 Student Use of Technology (continued)

Cyberbullying includes the transmission of communications, posting of harassing messages, direct threats, or other harmful texts, sounds, or images on the Internet, social networking sites, or other digital technologies using a telephone, computer, or any wireless communication device, camera, computer, or pager. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation. (Education Code 48900(r)).

All students must review this regulation and associated technology guidelines before students using personally owned digital devices at school. The District reserves the right to restrict student use of district owned technologies and personally owned digital devices on school property or at school-sponsored events.

The Board prohibits use of personally owned devices in locker rooms, restrooms, and nurses' offices.

Students are not permitted to use any electronic device to record audio or video media or capture still images of any student or staff member without their permission. The distribution of any such unauthorized media may result in discipline including but not limited to suspension, expulsion, and criminal charges.

Board Approved:

April 7, 2016

July 22, 2015

July 17, 2014

June 24, 2010

September 10, 2009

Effective Date: September 10, 2009