

404.01 Student Technology Use**Student User Agreement of Understanding**

Access and use of the MSD of Mt. Vernon provided electronic-based communications technology systems (from this point on referred to as technology systems) and all of its components, (i.e. computers, servers, telephones, copy machines, fax machines, video equipment, computer networks, internet services, intranet services, related equipment, software and connections) are student (from this point on referred to as users) privileges, not rights.

The MSD of Mt. Vernon has developed a technology systems user policy. This signed agreement will be maintained on file and is legally binding.

Instruction regarding safe and appropriate behavior on social networking sites, chat rooms, and other Internet Services will be provided. Such Instruction shall include, but not be limited to, the dangers of posting personal information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying. The MSD of Mt. Vernon recognizes its responsibility to educate students regarding appropriate behavior on social networking and chat room sites with reference to cyberbullying. Therefore, students shall be provided instruction concerning appropriate online behavior, including interacting with others on social networking sites and in chat rooms and cyberbullying awareness and response.

NOTIFICATION TO USERS

1. Users are hereby notified that all electronic files stored on school-based technology systems are school property and shall be treated as such.
2. Any user who knowingly or intentionally alters, damages, causes loss of data, or lost time as a result of technology systems misuse or mischief involving the MSD of Mt. Vernon technology systems may be required to make full financial restitution to correct the damage and/or loss.
3. Users are hereby notified that they shall have no expectation of privacy with regard to the use of the district's technology systems and that all communications are subject to public access.
4. The technology systems are to be used for school related purposes by authorized users. Incidental personal use of school technology systems is permitted with staff permission as long as it does not occur while the student is responsible for performing classroom assignments and the use does not interfere with system operations, other system users, waste system resources or violate provisions of this or any other district policy. "Incidental personal use" is defined as use by a student for occasional communications.
5. Users are hereby notified that the district has the right and may deny or alter accounts at any time without notice.
6. Users are hereby notified that the district technology systems shall not be used to advertise the sale of items for personal gain.
7. Users are hereby notified that the district has the software and the capability to monitor and/or block any computer activities and obtain detailed usage reports. The district has the right to monitor all district owned hardware and software without warning. Monitoring of computer usage will be done on an as needed basis.
8. Users are prohibited from installing any technology systems (hardware or software) not owned by the district on any MSD of Mt. Vernon technology system unless it has been approved, in advance, by the Information Systems Manager.
9. Users are prohibited from adjusting, changing, altering, removing, adding, any equipment, software, cables, or connectors at any physical workstations.
10. With access to communication technology and people all over the world, also comes the availability of material that may not be considered to be of educational value in the context of the school setting. The MSD of Mt. Vernon has taken precautions to restrict access to controversial materials. However, on a global network it is impossible to control all materials, and an industrious user may discover controversial information. The MSD of Mt. Vernon firmly believes that the valuable information and interaction available through electronic communication far outweighs the possibility that users may procure material that is not consistent with the educational goals of the district.

NOTIFICATION TO PARENTS

1. Your child's photo, artwork, or writing may be published on our website. Students shall only be identified by initials or first name. If you prefer your child not participate, please make that request in writing and attach it to this signed contract.

USER REQUIREMENTS

1. Users must have signed a Student User Agreement of Understanding in order to gain access to any technology systems.
2. Users shall be responsible for saving data in the assigned M drive on the MSD of Mt. Vernon servers.

3. Users shall log on using their assigned user name and their password. The password shall be at least 5 characters long and include letters and numbers. The password shall be changed annually. Further, the password is not to be given to anyone else or be accessible to others.
4. Users shall only make use of approved outside media (flash drives, CDs, etc.) that have been checked by the lab manager.

PROHIBITED USES

The following activities are prohibited:

1. To attempt access, access, upload, download, copy, or distribute pornographic, obscene or sexually explicit material or material which can be considered to be adult humor.
2. To transmit obscene, abusive, adult humor, or sexually explicit language.
3. To knowingly violate any local, state or federal law.
4. To bully, defame, intimidate, threaten, and/or harass others (including students and staff).
5. To vandalize, damage or disable the property of another person or organization.
6. To access another person's materials, information, or files without the permission of that person.
7. To violate copyrights or otherwise use another person's intellectual property without their prior approval or proper citation.
8. To allow someone else to use your personal student account.
9. To make any attempt to circumvent district Internet security.
10. To assume the online identity of another person.

Any violation of MSD of Mt. Vernon Student Technology Use policy include, but are not limited to:

- Loss of user privilege
- Removal from course
- Restriction/prohibition from taking future courses
- Suspension
- Expulsion
- Expulsion with legal involvement in court system.
(According to Indiana laws 35-43-2-3 and 35-43-1-4)

Student User Agreement of Understanding

In consideration for the privilege of using the MSD of Mt. Vernon's technology systems and in consideration for having access to the information contained on it, I hereby release the MSD of Mt. Vernon, its faculty and staff, and all organizations, groups and institutions with which the MSD of Mt. Vernon is affiliated from any and all claims of any nature arising from my use, or inability to use, the MSD of Mt. Vernon's technology systems. I have been provided a copy of the MSD of Mt. Vernon **Student Technology Use Policy** and hereby agree to abide by all rules, guidelines, and regulations described in that policy.

Student Name (Please print) _____

We have read and understand the above provisions and penalties. Our signatures below indicate that the student named above agrees to abide by these acceptable usage requirements. We also understand that no computer access will be allowed until this document is signed and on file at the school that he or she is currently attending.

Signature of Student

Date of Acceptance

Signature of Parent/Guardian

Date of Acceptance

Below is to be completed by MSD staff only

Student Credentials

Student Username
(you will use this username to access all computers in the MSD of Mt. Vernon)

Student Password