



Washington County Schools

TECHNOLOGY RESPONSIBLE USE AGREEMENT

STUDENT MEDIA RELEASE

Each student or staff user of Washington County Schools (WCS) is expected to be familiar with and follow the expectations and requirements of this administrative rule. The purpose of this rule is--*for students/staff who take devices off campus*--to ensure that individuals are aware of their responsibilities regarding the Internet and related technology and equipment. This rule also helps ensure the safety and privacy of current and former employees and students. WCS provides students with access to the District's electronic communications system for educational purposes. The electronic communications system is defined as the District's network, servers, computers, mobile devices, peripherals, applications, databases, online resources, Internet access, email and any other technology designated for use by students. *With this educational opportunity comes responsibility.*

While the District uses filtering technology and protection measures to restrict access to inappropriate material, it is not possible to absolutely prevent such access, especially at home. *It will be each student's responsibility to follow the rules for appropriate and responsible use.* Access to WCS technology is a privilege and administrators and faculty may review files and messages to maintain system integrity and ensure that users are acting responsibly.

1. School system technological resources are provided for school-related purposes only. Acceptable uses of such technological resources are limited to activities that support learning and teaching. Use of school system technological resources for commercial gain or profit is prohibited.
2. Under no circumstance may software purchased by the school system be copied for personal use.
3. Students and employees must comply with all applicable laws, including those relating to copyrights and trademarks, confidential information, and public records. Any use that violates state or federal law is strictly prohibited.
4. No user of technological resources, including a person sending or receiving electronic communications, may engage in creating, intentionally accessing, downloading, storing, printing or transmitting images, graphics (including still or moving pictures), sound files, text files, documents, messages or other material that is obscene, defamatory, profane, pornographic, harassing or considered to be harmful to minors.
5. The use of anonymous proxies to circumvent content filtering is prohibited.
6. Users may not install or use any Internet-based file sharing program designed to facilitate sharing of copyrighted material.

7. Users of technological resources may not send electronic communications fraudulently (i.e., by misrepresenting the identity of the sender).
8. Users must respect the privacy of others. When using e-mail, chat rooms, blogs or other forms of electronic communication, ***students must not reveal personally identifiable, private or confidential information***, such as the home address or telephone number, of themselves or fellow students. In addition, school employees must not disclose on the Internet or on school system websites or web pages any personally identifiable information concerning students (including names, addresses or pictures) without the written permission of a parent or guardian or an eligible student, except as otherwise permitted by the Family Educational Rights and Privacy Act (FERPA). Users also may not forward or post personal communications without the author's prior consent.
9. Students and any persons appearing on a live stream during a secure class session should be clothed appropriately according to school dress code policy. Persons appearing in inappropriate attire or an undressed state will be subject to disciplinary actions.
10. Users may not intentionally or negligently damage computers, computer systems, electronic devices, software or computer networks. Users may not knowingly or negligently transmit computer viruses or self-replicating messages or deliberately try to degrade or disrupt system performance. Users must scan any downloaded files for viruses.
11. Users may not create or introduce games, network communications programs or any foreign program or software onto any school system computer, electronic device or network without the express written permission of the technology director or designee.
12. Users are prohibited from engaging in unauthorized or unlawful activities, such as "hacking" or using the computer network to gain or attempt to gain unauthorized or unlawful access to other computers, computer systems or accounts.
13. Users are prohibited from using another individual's ID or password for any technological resource without the permission from the individual. Students must also have permission from the teacher or other school official.
14. Users may not read, alter, change, block, execute or delete files or communications belonging to another user without the owner's express permission.
15. Employees shall not use password or user IDs for any data system for an unauthorized or improper purpose.
16. If a user identifies a security problem on a technological resource, he or she must immediately notify a system administrator. Users must not demonstrate the problem to other users. Any user identified as a security risk will be denied access.
17. Teachers shall make reasonable efforts to supervise a student's use of the Internet during instructional time.
18. Views may be expressed on the Internet or other technological resources as representing the view of the school system or part of the school system only with prior approval by the superintendent or designee.
19. Students shall adhere to all laws and statutes related to issues of copyright or plagiarism, including the use of Generative Artificial Intelligence (Gen A.I.) tools such as ChatGPT, etc..
20. The District makes no guarantee that the functions or the services provided by or through the district system will be error-free or without defect. The District will not be responsible for any damage the user may suffer, including but not limited to, loss of data or interruptions of service. The District is not responsible for the accuracy or quality of the information obtained through or stored on the system. The District will not be responsible for financial obligations arising from unauthorized use of the system.

DAMAGE OF SCHOOL TECHNOLOGY

- If a student causes damage to a device (or its peripheral devices) through negligence or intentional misuse/abuse, the student is responsible for the full cost of repair or replacement. Students are not allowed to take home the devices until all debts are paid; however, they may use the desktop computers present on campus, or check out a device for use if available. See Device Cost chart below for device costs.
- A flat Damage Fee of \$30 will be assessed if the assigned device is damaged beyond normal wear and tear (accidental damage to the device or its peripheral devices while in the student's possession).
- FAILURE TO REPORT DAMAGE OF A DEVICE UNTIL THE END OF THE SCHOOL TERM WILL RESULT IN AN AUTOMATIC FULL DEVICE COST CHARGE.

Determination of Assessed Fees

- If there is a question about the origin of damage to a device, the Principal of the student's school will have the final determination of where responsibility for damage fees will be assessed—according to the accident scale or the negligence scale.

Disciplinary Actions

- In addition to damage fees, Principals may complete a discipline referral for repeated, intentional misuse of school technology devices, which may also result in loss of technology device access for the student.

Device Cost Table

Device	Device Replacement Cost
HP / Lenovo Brand Chromebook	\$350
PC Laptop	\$650
iPad	\$399
Internet HotSpot	\$99

I, the undersigned, affirm that I have read the agreement and will comply with all administrative rules set forth in this document. I also give consent for my student to participate in online learning where they may have occasion to appear on video in a secure, online classroom session observed by employees or their peers. I further understand that if I damage any school technology equipment, I (and my family) will be responsible for the \$30 damage fee, or when applicable, full replacement cost of a mobile device* as listed in the device cost table.

Student Name (Print clearly)

**Student Signature

Date

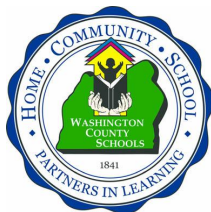
Parent/Guardian Name (Print clearly)

Parent/Guardian Signature

Date

**The term "mobile devices" includes, but is not limited to, Chromebooks, laptops, netbooks, iPads, iPods, Android tablets, calculators, digital cameras.*

***Parents may sign for students who are not able to physically sign. Be sure to list the student's full name clearly.*



Washington County Schools

MEDIA RELEASE FORM

School _____

Date _____

Dear Parent or Guardian: Throughout the school year, the media may visit your school to cover special events. Washington County Schools may also wish to use your child's photograph, likeness, voice or student work for promotional and educational reasons, such as in publications, posters, brochures and newsletters; on the district website, radio station or Cable TV channel; or at community fairs or special district events. Before your child's photograph, likeness, voice or student work can be used by the media or by the school district, we would like for you to give permission. Please sign and return this form to your child's school immediately, indicating your preference. Thank you for your cooperation.

☐ I **give** my permission for my child to be filmed/photographed/interviewed by the media during school events and for the district to use my child's photograph/work/voice for promotional and educational purposes.

☐ I **do not** give my permission for my child to be filmed/photographed/interviewed by the media during school events and for the district to use my child's photograph/work/voice for promotional and educational purposes. Parent/Guardian

☐ I **ONLY** want my child's photograph placed in the yearbook for this school year.

Parent/Guardian Signature _____

Date _____

Student's Name (please print)

This form will be required annually. If you have any questions about this form, please call your school or Washington County Schools Central Office at 252.793.5171.