

MPSD Student Chromebook User Agreement



The Manitowoc Public School District supplies students with access to Chromebook devices. These devices are property of the Manitowoc Public School District. The supplied instructional device provides a valuable instructional tool that will promote learning opportunities for students at school and beyond! The supplied device is an educational tool not intended for gaming, social networking or resource intensive computing.

BE ENGAGED	MANAGE YOUR DIGITAL FOOTPRINT
<p>Avoid using a Chromebook as a distraction from class activities or homework.</p> <p>Use Chromebooks responsibly as a learning tool.</p> <p>Fully charge your Chromebook every day.</p>	<p>Know that all digital work can be captured and shared!</p> <p>THINK before you post. Is it TTrue, Helpful, Inspirational, Necessary, and Kind?</p> <p>Know that nothing is ever <i>really</i> deleted.</p>
DEMONSTRATE DIGITAL GRIT	SHOW RESPECT
<p>Be creative and innovative.</p> <p>Try new apps and take acceptable risks.</p> <p>Figure it out! Use critical thinking skills and Google.</p>	<p>Follow classroom technology rules.</p> <p>Chromebooks are school property; handle with care.</p> <p>Use technology to positively interact with others.</p>

CHROMEBOOK USER AGREEMENT

- ▶ I will return the Chromebook and charger in working condition.
- ▶ I will notify school staff immediately for a lost, missing, or damaged Chromebook or Charger.
- ▶ I will use my Chromebook in ways that are appropriate, educational, and that align with the district's Student Acceptable Use Agreement.
- ▶ I understand that my Chromebook and Manitowoc Public School District accounts are monitored and subject to inspection at any time without notice.
- ▶ I will not use my Chromebook to bully or intimidate others. I will immediately report any threatening, obscene, or harassing content to school staff.
- ▶ I will not harm or destroy data of another user or student.
- ▶ I am responsible for fees related to damaged/lost Chromebooks and accessories.

Chromebook Fees	
Lost or intentionally Damaged Chromebook	\$150
Screen Repair	\$25
Replacement Charger	\$15

STUDENT ACCEPTABLE USE

The Manitowoc Public School District recognizes the value of computer and other electronic resources to improve student learning and enhance the administration and operation of its schools. To this end, the Board of Education encourages the responsible use of computers; computer networks, including the Internet; and other electronic resources in support of the mission and goals of the Manitowoc Public School District and its schools.

Because the Internet is an unregulated, worldwide vehicle for communication, information available to staff and students is impossible to control. Therefore, the Board of Education has adopted policies (7540.03 & 7540) that govern the voluntary use of electronic resources and the Internet in order to provide guidance to individuals and groups obtaining access to these resources on Manitowoc Public School District owned equipment. [Board of Education Policy](#).

The school district has monitoring procedures in place that comply with the Children's Internet Protection Act (CIPA) and the Children's Online Privacy Protection Act (COPPA). Students must be aware that they must expect no privacy in the contents of personal files on the Manitowoc Public School District's student email, internet and file storage system. By authorizing use of the district student email and file storage system, the school district does not relinquish control over materials on the system or files contained on the system. Routine maintenance and monitoring of the district student email, internet and file storage system may lead to a discovery that a user has violated district policy, rules, and/or the law. Students must be aware that the school district retains the right at any time to investigate or review the contents of any storage, internet activity at school and email files. An investigation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of laws, district policy and/or school rules.

The District uses Google Workspace for Education, which is a set of education productivity tools from Google including Classroom, Calendar, Docs, and more used by tens of millions of students and teachers around the world. Students will use their Google Workspace accounts to complete assignments, communicate with their teachers, and sign into their Chromebooks. In addition, the district also allows students to access other Google services with their Google Workspace for Education accounts including Google Play. All Google Workspace for Education programs comply with COPPA allowing districts to act as agents for approval. Parents/guardians wishing to opt-out of the Google Workspace for Education program will need to notify the school in writing within 14 days of the first day of school or within 14 days of enrolling.

The District also uses Microsoft 365, which is a set of education productivity tools. Students will use their Microsoft 365 accounts to complete assignments and conduct research. In addition, the district also allows students to access other Microsoft 365 services accounts including Microsoft Store. All Microsoft 365 programs comply with COPPA allowing districts to act as agents for approval. Parents/guardians wishing to opt-out of the Microsoft 365 program will need to notify the school in writing within 14 days of the first day of school or within 14 days of enrolling.

Email/Internet Rights and Responsibilities:

1. Parents have the right to request the termination of their child's individual email, classroom social networking web site and/or internet account at any time.
2. Parents have the right to review their child's personal information.
3. Parents' consent to the collection of personal information without consenting to the disclosure of personal information to a third party.
4. Student information is for internal school use only and will not be shared or sold to a third party.
5. Students will be courteous and respectful in their messages to others using appropriate language.
6. Students should not send personal information about themselves or others, including but not limited to, home or school address, phone or credit card numbers or other personally identifiable information.
7. Students should never agree to get together with someone you "meet" on-line without prior parent approval.
8. Users will not use the student email, internet and file storage system to access, review, upload, download store, print, post, receive, transmit or distribute:
 - a. pornographic, obscene or sexually explicit material or other visual depictions that are harmful to minors;
 - b. obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
 - c. materials or information that includes language or images that are inappropriate in or disruptive to the education setting or process;
 - d. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination;
 - e. materials for commercial purposes, advertising or political lobbying is prohibited;

All students must read, understand, and abide by this Student Acceptable Use Policy when using computer and other electronic resources owned, leased, or operated by the Manitowoc Public School District or while using any other personally/private owned/leased electronic device while at school. Any violation of the regulations above is unethical, may constitute a criminal offense or jeopardize my safety. Should a student commit any violation, access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be initiated.