

"STRIVE TO ENGAGE AND CHALLENGE EVERY STUDENTS' EDUCATION TODAY FOR TOMORROW"

# GORE PUBLIC SCHOOLS

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[www.gorepublicschools.org](http://www.gorepublicschools.org)

## Gore Schools' Technology Responsible Use Agreement

I acknowledge that I have reviewed the Gore Technology Guidebook, which details the initiative's goals, implementation policies and the care of the Chromebook device itself. I further understand that Gore Public Schools will NOT issue a device to a student until his or her parent or guardian has signed this agreement.

### I understand that my student is expected to

- Take reasonable steps to ensure that the Chromebook is not damaged or stolen.
- Leave all GPS labeling in place and in its original condition.
- Use the Chromebook at school and at home in a responsible manner.
- Download free apps from the Chrome App Store to help with educational activities.

### I understand that I am expected to

- Ensure my child meets the expectations as outlined in the Guidebook.
- Supervise and monitor my child's use of the Chromebook away from school.
- Pay the cost of repairing or replacing the Chromebook should the device be damaged, lost or stolen or if the student leaves Gore Public Schools without returning the Chromebook.

### Objectives

This initiative seeks to

- Enhance and enrich teaching and learning of the Distance Learning Plan
- Ensure equitable access to instructional technology
- Improve student outcomes through the 4 C's:
  - Creativity and Innovation

- Critical Thinking and Problem-Solving
- Communication
- Collaboration

### **Chromebook**

The Chromebook is a personal computer designed to work through with Google Apps for Education (GAFE) web-based applications. The District will purchase and retain full ownership of the Chromebooks and will have in place measures to prevent the inappropriate use of the device and/or Internet in keeping with District Technology Policy.

### **Distribution of the Chromebooks**

Distribution of the Chromebooks will be on an at need and at the request of a student. A student will be given a device only if a parent or guardian has signed the [Student Technology Responsible Use Agreement](#). Student will receive the device and power charging cable. Earbuds or headphones will not be provided.

### **District Responsibilities for the use of the Chromebook**

The District will comply with the Children’s Internet Protection Act (CIPA) to prevent the inappropriate use of the Chromebook and/or the Internet whether the device is being used at school or at home. Any malfunction of the Chromebook that is not the result of negligence or inappropriate use will be repaired at the District’s expense. The District will have devices available that can be checked out to students whose devices are being repaired or replaced.

### **Parent and Student Responsibilities**

As with any District-owned property (ex.: textbooks), parents and students will be responsible for returning the Chromebook in good working condition. The student and his parent or guardian will be responsible for replacing a lost Chromebook or making repairs that were the result of inappropriate use or neglect of the device.

Because the Chromebook is an Internet-based device, the student will need Internet access either at home or at public places that offer wi-fi access in order to use the web-based applications. At school or elsewhere, students are expected to observe all GPS technology policies as well as federal, state and local laws. In addition, students should follow the “Digital Citizenship Tips for Teens” (from [commonsensemedia.org](http://commonsensemedia.org)).

### **Digital Citizenship Tips for Teens**

For teens, we offer five simple rules of digital citizenship to help them create a world they can be proud of -- and inspire others to do the same.

- Think before you post or text -- a bad reputation could be just a click away. Before you press the "send" button, imagine the last person in the world that you’d want to see what you post.
- What goes around comes around. If you want your privacy respected, respect others' privacy. Posting an embarrassing photo or forwarding a friend’s private text without asking can cause unintended harm or damage to others.
- Spread heart, not hurt. If you wouldn’t say it in person, don’t say it online. Stand up for those who are bullied or harassed, and let them know that you’re there for them.

- Give and get credit. We're all proud of what we create. Illegal downloading, digital cheating, and cutting and pasting other people's stuff may be easy, but that doesn't make it right. You have the responsibility to respect other people's creative work -- and the right to have your own work respected.
- Make this a world you want to live in. Spread the good stuff. Create, share, tag, comment, and contribute to the online world in positive ways.

### **Damaged Chromebooks**

Students with damaged or malfunctioning Chromebooks may borrow a replacement device while theirs is being repaired or replaced. If stolen or destroyed, the student must pay for the replacement before another device will be made available to them.

### **General Care of the Chromebook**

- Do not place food or drink near the device
- Insert cords, cables, and removable storage devices carefully.
- Do not deface the device with writing, drawings, stickers, labels, etc. that are not approved by the District.
- Do not place heavy objects on the device.
- Always carry the device with care; the screen should not be open when being carried.
- Do not lift the device by the screen.
- Do not store the device where other items can place pressure on the screen (ex.: backpack).
- Clean the screen only with a soft, dry microfiber cloth or anti-static cloth. **DO NOT USE CLEANING SOLVENTS OR OTHER LIQUIDS ON THE SCREEN.**
- Do not deface or remove any District labeling.

### **Guidelines for Appropriate Use**

With the opportunity afforded by using District technology come to the responsibilities to use that technology responsibly. Failure to use District devices, networks or other resources responsibly may result in disciplinary action.

### **Students will**

- Use the Chromebook and other district technology resources only for academic purposes during instructional time.
- Use appropriate language and graphics, whether posting and publishing from home or school, when using blogs, podcasts, email or other communication tools.
- Use only assigned accounts.
- Maintain confidentiality about usernames and passwords.
- Communicate only in ways that are kind and respectful.
- Remember that making illegal copies of music, games, movies, and other copyrighted material is prohibited.
- Give credit when using the words or works of others.
- Prevent damage to the Chromebook by following "General Care" guidelines provided in this handbook.
- Report the loss or damage of the device immediately to Principal's Office.
- Keep the sound muted or use headphones or earbuds when the noise might disturb others.

- Digitally publish work whenever possible. Students are allowed to set up their home computers with the Google Cloud Print solution.

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**Students will NOT**

- Remove any identifying stickers or labels placed in or on the device by the District.
- Allow other people to use their assigned device.
- View, use or copy passwords, data, or networks to which they are not authorized.
- Reveal personal information (telephone numbers, addresses, passwords, etc.) about themselves or others.
- Leave computers unsupervised or logged in to any District-managed system.
- Harass, bully or threaten anyone.
- Use offensive or inflammatory language of any kind.
- Misrepresent themselves or others.
- Destroy or damage data, programs, networks or any other system or component of a system owned or managed by the District.
- Attempt to override, bypass or otherwise change the Internet filtering software, Google Management, or other network configurations.
- Reset or wipe their device.
- Equipment will be returned immediately to GPS upon the request of the issuing principal.

I, \_\_\_\_\_, agree to all terms of the GPS Technology Use Agreement  
 (Print Name of Student)

I understand that I will be responsible for all damage or loss to GPS issued equipment.

I, \_\_\_\_\_, Parent of the above-named student agree to all  
 (Print Name of Responsible party)

terms of the GPS Technology Use Agreement. I understand that I will be responsible for all damage or loss to GPS issued equipment.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Device Make/ Model: \_\_\_\_\_

Serial Number of Device: \_\_\_\_\_

Note: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Date Returned: \_\_\_\_\_ By \_\_\_\_\_

