STUDENTS

Technology
Students using technology in the educational process is an everyday occurrence. It is a goal of Everett Public Schools to provide students access to information, technology, and to develop technological skills. Technology is an integral part of the curriculum, physical environment and delivery of instruction. For purposes of this policy, "technology" includes but is not limited to computers, hardware, software, the network, internet access, scanners, copiers, facsimile machines, cameras, and personal electronic communication devices (ECDs)

Additionally, Everett Public Schools has a vested interest in and encourages the use of ECDs (i.e., smartphones, tablets, slates, notebooks, laptops, personal computers, cellular phones, and other similar electronic devices.) An ECD can play a positive role in furthering our students' learning. The Everett Public Schools wireless network permits students with a district network account and an ECD to access the Internet.

Equitable Access

1. Schools throughout the district will have equitable access to technologies and provide educational opportunities to use those technologies.

2. Students with special needs, including those with identified disabilities, benefit greatly from the use of technology. In many cases, technology can remove barriers to learning.

Appropriate Use

1. It is the expectation of the school district that students effectively and appropriately use available technology.

2. Appropriate safeguards are established to ensure the security of school district and student data.

3. All users of technology shall comply with current copyright laws.

4. Filtering services are in use on all computers with access to the Internet. The system is designed to block or filter access to Internet content the district deems inappropriate, including pornography and any depictions that are inappropriate, obscene, or are harmful to minors.

General Use of Everett Public Schools Technology

1. Users must make diligent efforts to conserve system resources; e.g., system storage, network bandwidth, software licenses, etc.

2. Before users are given access to the system, the district shall endeavor to provide appropriate training.

Personal Security

1. Users of technology shall maintain the confidentiality of personal information such as complete names, addresses and telephone numbers, and identifiable photos should remain confidential. Students should never reveal confidential information without permission from their teacher and parent(s)/guardian(s). No user may disclose, use or disseminate any personally identifiable information about others without authorization.

2. Students should never make appointments without parent/guardian permission to meet in person people whom students have contacted using technology.

3. Students should report to a school administrator, teacher, or security staff any dangerous or inappropriate information or messages on the Web, in e-mail, instant messages, blogs, chat rooms, social networking sites, or other electronic media.

Student Access to and Use of Technology

1. Schools shall collect an acknowledgment signed by parent(s)/guardian(s) indicating that those parent(s)/guardian(s) have received and agreed to the conditions for student use of technology as specified in the Student Responsibilities and Rights Policies handbook.

2. Student access to and use of technology, including internet access, is granted on a continuing basis unless a parent/guardian chooses to withhold permission or such access is revoked by the district. Parent(s)/guardian(s) may notify the school of their intent to withdraw permission for use of technology by notifying the school in writing or completing the appropriate form provided by the school.

Use of Personal Electronic Devices
Students in possession of ECDs shall observe the following conditions:

1. A principal, assistant principal, or designee may search a student's electronic communication device if the principal, assistant principal, or designee has reasonable grounds to suspect that the search will yield evidence of the student's violation of the law or school rules. The search must be reasonably related to the objectives of the search and the nature of the suspected infraction.

2. Student use of an ECD in the classroom setting will be managed by the classroom teacher and will follow the individual school guidelines.

3. The EPS wireless network will provide filtered Internet access. Everett Public Schools is not liable for student access to any other network accessed while the device is operated in school district buildings' (including Internet service provided by any commercial service provider.)

4. An ECD shall not be used in a manner that disrupts the educational process, including but not limited to, posing a threat to academic integrity.

5. Devices shall not be used to violate the confidentiality or privacy rights of another individual, including but not limited to, taking photographs or audio or video recordings of others without their permission or sharing, posting, or publishing photographs, videos or recordings of others without their permission.

6. Students are responsible for devices they bring to school. The district shall not be responsible for loss, theft, damage or destruction of devices brought onto school property or to school-sponsored or school-related events or activities.

7. Everett Public Schools will not be held liable for commercial service charges that occur from the use of a student's personal ECD. It is the parent's responsibility to make sure their student understands the usage options that are available to them or whether or not a student's service plan includes Internet access and all related costs.

8. Students shall comply with any additional school and/or district rules developed concerning the appropriate use of ECDs.

9. Students who violate these conditions of use will be subject to disciplinary action, including losing the privilege of bringing ECDs onto school property, suspension, or expulsion. In addition, an administrator may confiscate the device, which shall be returned only to the student's parent/guardian.

Acceptable Use Guidelines
When a student is using district technology or when a student is using a personal ECD while on district property, access to and use of technology is authorized, provided the student follows the following "Acceptable Use Guidelines" at all times:

Technology Use

1. All use of technology must be in support of education, classroom learning and Everett Public Schools' operations and must be consistent with the mission of Everett Public Schools. The district reserves the right to prioritize use and access to the system.

2. Any use of technology must conform to state and federal law, technology use policies, and Everett Public Schools' policies, procedures and directives. It should be recognized and understood that a personal ECD may not be compatible with district systems. District support staff will provide technical support on a best effort basis. Access to district systems with a personal ECD is not guaranteed.

3. Use of technology for commercial solicitation is prohibited.

4. Technology constitutes public facilities and may not be used to support or oppose political candidates or ballot measures.

5. There is no expectation of privacy for any user of the district's technology, including but not limited to internet use and e-mail. Materials created, stored, sent, or received on district technology are subject to review by the district and may also be subject to a public records request under the state Public Records Act.

6. Subscriptions to mailing lists, bulletin boards, chat groups, commercial online services and other information services must be directly related to classroom curriculum.

7. Diligent effort must be made to conserve technology resources.

8. Technology shall not be used to disrupt the operation and use of technology by others; technology system components, including hardware or software, shall not be destroyed, modified, removed or abused in any way.

9. Use of technology to harass others or gain unauthorized access to any service or information and/or damage the components of a service or information is prohibited.

10. Users are responsible for the appropriateness of the material they transmit or publish using technology. Hate mail, harassment, discriminatory remarks or other antisocial behaviors are prohibited.

11. Use of technology to access, store or distribute inappropriate, obscene or pornographic material is prohibited.

12. Use of cameras, including those in cell phones or other electronic devices, is prohibited in restrooms and locker rooms.

13. Connecting or attaching any computer or networking equipment or components to the district network via network ports and/or communications closets, by anyone other than a network technician or other individuals expressly authorized by the director of the Information Systems and Technology Department, is prohibited. Unauthorized computer or networking equipment or components will be removed without notice.

Security

1. System log-ins or accounts are to be used only by the authorized owner of the account for authorized purposes.

2. Users may not share their system, computer or software passwords with others or leave an open file or session unattended or unsupervised. Account owners are responsible for all activity under their account.

3. Users shall not seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, misrepresent other users or attempt to gain unauthorized access to any data or entity on specific computers or the network.

4. Communications may not be encrypted so as to avoid district security review.

5. Users will maintain security practices as determined by the district or as necessary to maintain security.

Discipline and Consequences for Unauthorized Use of Technology
Violation of Everett Public Schools' expectations for use of technology may be cause for disciplinary action up to, and including suspension or expulsion from school.

District Responsibilities
Everett Public Schools shall:

1. Review, monitor, and log, as appropriate, all technology activity for responsible and acceptable use consistent with the terms of the policies and procedures.

2. Make determinations on whether specific uses of technology are consistent with its Acceptable Use Guidelines.

3. Remove a user's access to technology, with or without notice, at any time the district suspects that the user is engaged in unauthorized activity or violating this procedure. In addition, further disciplinary or corrective action(s) may be imposed for violations of the procedure up to, and including, suspension or expulsion from school.

4. Cooperate fully with law enforcement investigations concerning, or relating to, any suspected or alleged inappropriate technology activities.

5. From time to time make a determination as to whether specific uses of technology are consistent with this procedure and the Acceptable Use Guidelines stated above. Under prescribed circumstances, non-student or non-staff use of technology may be permitted provided such individuals demonstrate that their use furthers the purpose and goals of the district and authorized by a district administrator.

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