

# Wichita County Jr/Sr High Technology Policy Handbook

The USD 467 is proud to partner with Google Apps for Education to expand learning opportunities for students.

The policies, procedures, and information within this document apply to all Chromebooks used at Wichita County Jr/Sr High by students, staff, or guests including any other device considered by the Administration to fall under this policy. Just like textbooks, uniforms, and other school property issued to your student, it will be their responsibility to take appropriate care of these valuable resources. The Chromebook is no different. With computing devices such as Chromebooks, the cost of loss or damage can be significant.

Teachers may set additional requirements for Chromebook use in their classrooms.

**Receiving Your Chromebook:** Clearly, we are making a move to have technology be an integral part of your student's education and will require that your student have the appropriate technology at school to support his/her learning. This is why we will not be allowing your student to opt out of receiving a Chromebook. Every student will have been provided with the tools necessary to support the integration of technology into the learning process at Wichita County Jr/Sr High School. In addition, having access to these devices has the potential to significantly impact the learning that can and will occur outside of our normal 7:45 a.m. to 3:30 p.m. school day.

An annual technology fee is included in the district enrollment fee to help defray the costs associated with the Chromebook. Students will be assessed an annual \$35 device fee for their Chromebook. The family rental fees will be capped at \$100. Before a student is issued a Chromebook, he or she must have paid the district technology fee. Student and parent/guardian must have signed the Computer Acceptable Use form. Lost power cords are the responsibility of the student/parent. Any and all damage to the Chromebook while assigned to the student is the responsibility of the student and parent/guardian. Any student who transfers withdraws or is expelled prior to graduation will be required to return his/her Chromebook, peripherals, and accessories upon termination of enrollment.

Students will retain the same Chromebook each year while enrolled at WCJSHS. Students will check out their Chromebook at the beginning of each year and check their Chromebook in at the end of each school year. Failure to turn in the Chromebook to the school office on the last day of attendance will result in the student being charged the full replacement cost. Additionally, a report of stolen property with the local law enforcement agency may be filed by the district if a device is not returned. Any student who transfers out of Wichita County Jr/Sr HS will be required to leave their Chromebook and accessories. Just like a textbook issued by the district, if a Chromebook and/or accessory is lost, the parent/guardian will be held responsible for payment in full.

**Taking Care of Your Chromebook:** Students are responsible for the general care of the Chromebook that they have been issued by the school. Chromebooks that are broken or fail to work properly require a Technology Repair Form filled out.

One can be located at: <https://forms.gle/uFL61fzizQ2DdsZj6> view form. If a loaner Chromebook is needed, one will be issued to the student until their Chromebook can be repaired or replaced.

## General Precautions:

- No food or drink is allowed next to your Chromebook while it is in use.
- Cords, cables, and removable storage devices must be inserted carefully into the Chromebook.
- Students should never carry their Chromebook while the screen is open unless directed to do so by a teacher.
- Chromebooks should be shut down when not in use to conserve battery life.
- Chromebooks should never be shoved into a locker as this may break the screen.
- Do not expose your Chromebook to extreme temperatures or direct sunlight for extended periods of time. Extreme heat or cold may cause damage to the laptop.
- Always bring your Chromebook to room temperature prior to turning it on.
- Do not leave your Chromebook unattended at any time.
- Do not leave your Chromebook and/or bag on the floor.
- Chromebooks are to remain in the Chromebook case provided at all times.

**Damaged Chromebooks:** The students and parents/guardians will be responsible for all damage and loss of the Chromebook while a student is at WCJSHS. If the Chromebook is stolen, vandalized, or damaged in a natural disaster the device fee will cover a portion of the replacement cost providing that a police report is filed on the corresponding incident. The student and parents/guardians are responsible for damage or loss of the power cord. Repair costs will also be incurred by the student for multiple incidents of damage. All repairs to the Chromebook must be done by USD 467. Students who withdraw or leave the Wichita County School District and do not return the student-issued Chromebook will be subject to a fine and possibly reported to local law enforcement as having possession of a stolen device. Below are examples of repair costs for damaged Chromebooks in the table below. This is not an exhaustive list of costs.

## Technical Issue/Breakage

Note: Prices are subject to change. Please see <a href="http://ChromebookParts.com">ChromebookParts.com</a> for current pricing on computer parts.			
Chromebook Replacement	\$280.00	Replacement Screws Kit	\$10.00
Screen Replacement	\$45.00	Screen LCD bezel	\$25.00
Hinge Set	\$10.00	Power Adapter/Charger	\$40.00
Motherboard	\$175.00	Daughterboard	\$20.00
Keyboard Assembly	\$100.00	Mouse Touchpad	\$20.00
Replacement Battery	\$60.00	WiFi Card	\$10.00
Hinge Cover	\$15.00	Top Cover	\$40.00
Bottom Cover	\$50.00	LCD Cable	\$25.00

Speaker Set	\$6.00		Camera Board	\$20.00
Camera Cable	\$15.00		Current Case Accessory Pouch	\$8.00
Current Case w/shoulder strap	\$25.00		Battery Protection Bracket	\$5.00
Track Pad Cable	\$15.00			

**Theft:** If the Chromebook is stolen, the Wichita County School District will require that a police report is submitted. Fraudulent reporting of theft will be turned over to the police for investigation. A student making a false report will also be subject to disciplinary action by the building administration.

**Carrying the Chromebook:** The protective shell of the Chromebook will only provide basic protection from everyday use. It is not designed to prevent damage from drops or abusive handling. Students must transport their Chromebook in the provided carrying case. Do not drop or toss the Chromebook at any time, including when it is in the carrying case.

**Screen Care:** The Chromebook screen can be damaged if subjected to rough treatment. The screens are particularly sensitive to damage from excessive pressure on the screen.

- Do not lean on top of the Chromebook.
- Do not place anything near the Chromebook that could put pressure on the screen.
- Do not place anything in the carrying case that will press against the cover.
- Do not poke the screen. It is NOT a touchpad.
- Do not place anything on the keyboard before closing the lid (e.g. pens, pencils, notebooks).
- Clean the screen with a soft, dry anti-static, or micro-fiber cloth. Do not use window cleaner or any type of liquid or water on the Chromebook. You can also purchase individually packaged pre-moistened eyeglass lens cleaning tissues to clean the screen which are relatively inexpensive.

### *Using Your Chromebook*

**At School:** The Chromebook is intended for use at school each and every day. In addition to teacher expectations for Chromebook use, school messages, announcements, calendars, academic books, student handbooks, and schedules will be accessed using the Chromebook. Students must be responsible for bringing their Chromebook to all classes charged and ready to operate unless specifically advised not to do so by their teacher.

**Sound:** Sound must be muted at all times unless permission is obtained from the teacher for instructional purposes. Earphones owned by the student may be used at individual teacher discretion.

**Managing Your Files and Saving Your Work:** Students will save documents to their Google Drive. If directed by a teacher, they may save to an external memory device such as a miniSD card or USB flash drive. Saving to Google Drive will make the file accessible from any computer with internet access. Students using Google Drive to work on their documents will not need to save their work, as Drive will save each keystroke as the work is being completed. It will be the responsibility of the student to maintain the integrity of their files and keep proper backups. Students will be trained on proper file management procedures.

**Personalizing the Chromebook:** Chromebooks must remain free of any decorative writing, drawing, stickers, paint, tape, or labels that are not the property of USD 467 Wichita County. Spot checks for compliance will be done by the administration or WCJSHS Teachers at any time. Students may add appropriate music, photos, and videos to their Chromebook. Personalized media are subject to inspection and must follow the USD 467 Wichita County acceptable use policy.

### *Software on Chromebooks*

**Originally Installed Software:** Chromebook software is delivered via the Chrome Web Store. These are web-based applications that do not require installation space on a hard drive. Some applications, such as Google Drive, are available for offline use. The software originally installed on the Chromebook must remain on the Chromebook in usable condition and easily accessible at all times. All Chromebooks are supplied with the latest build of Google Chrome Operating System (OS), and many other applications useful in an educational environment. The Chrome OS will automatically install updates when the computer is shut down and restarted. Students will be using Google Docs, Presentations, and Spreadsheets instead of Microsoft Office.

**Products:** Google products are free with their student account and can be accessed from any connected computer at home. From time to time the school may add applications for use in a particular course. This process will be automatic with virtually no impact on students. Applications that are no longer needed will automatically be removed by the school as well.

**Virus Protection:** Virus protection is unnecessary on the Chromebook due to the unique nature of its design.

**Additional Software:** Students are unable to install additional software on their Chromebook other than what has been approved by the USD 467 Wichita County.

**Inspection:** Students may be selected at random to provide their Chromebook for inspection. The purpose of the inspection will be to check for proper care and maintenance as well as inappropriate material being carried into the school.

**Procedure for Restoring the Chrome OS:** If technical difficulties occur, technical support staff will use the “5-minute” rule. If the problem cannot be fixed in 5 minutes, the Chromebook will be restored to factory defaults. In a One-to-One environment, it is impossible for support staff to maintain a working environment for all if too much time is spent fixing every glitch that may arise. Restoring the Chrome OS will restore the device to the state in which the user originally received it. All student-created files stored on an external miniSD card, USB flash drive, or Google Drive will be intact after the operating system is restored. All files saved on the Chromebook that have been synced to Google Drive will be intact. However, all other data (music, photos, documents) stored on internal memory that has NOT been synced will not be restored.

### *Protecting & Storing Your Chromebook*

**Chromebook Identification:** Chromebooks will be labeled in the manner specified by the school.

Chromebooks can be identified in the following ways:

- Record of the serial number and WCHS and WCJH identification
- Individual’s Google Account username
- Case Labels

Under no circumstances are students to modify, remove, or destroy identification labels.

**Storing Your Chromebook:** When students are not monitoring their Chromebook, they should be stored in a dry, safe, indoor temperature. Nothing should be placed on top of the Chromebook, when in storage. The Chromebook should be charged at the beginning of each day.

**Storing Chromebooks at WCHS and WCJH Extracurricular Events:** Students are responsible for securely storing their Chromebook during extra-curricular events.

**Chromebooks Left in Unsupervised / Unsecured Areas:** Under no circumstance should a Chromebook be stored in unsupervised areas. Unsupervised areas include the school grounds and campus, the cafeteria, unlocked classrooms, the library, locker rooms, dressing rooms, hallways, bathrooms, extra-curricular bus, a car, or any other entity that is not securely locked or in which there is no supervision. Unsupervised Chromebooks will be confiscated by staff and taken to the Principal's office. Disciplinary action may be taken for leaving a Chromebook in an unsupervised location.

### **Repairing or Replacing Your Chromebook:**

#### *Chromebooks Undergoing Repair:*

- Loaner Chromebooks may be issued to students when they leave their Chromebook for repair at the office after completing a Technology Repair Form.
- If repair is needed due to malicious damage, the school may refuse to provide a loaner Chromebook.
- Repaired Chromebooks will end up with the original factory image as first received. It is important that students keep their school data synced to cloud drives so documents and class projects will not be lost. Personal information that cannot be replaced should be kept at home on an external storage device.
- Students and parents will be charged for Chromebook damage that is a result of misuse or abusive handling. Parents will be billed for parts and labor.
- Students and parents will cover any and all accidental damage, loss, or theft of the loaner Chromebook.

#### *Chromebook Technical Support:*

- Damaged Chromebooks need to be turned in immediately to the HS office. Students will fill out a form online at: <https://docs.google.com/>
- The Tech Office will be the first point of contact for the repair of the Chromebooks. Services provided by the Tech Office include:
  - Password Identification
  - User account support
  - Coordination of warranty repair
  - Distribution of loaner Chromebooks
  - Hardware maintenance and repair
  - Operating System or software configuration support
  - Restoring Chromebook to factory default
  - System software updates

## Acceptable Use Policy for Technology Systems

### *Introduction*

USD 467 Wichita County recognizes that access to technology in school gives students greater opportunities to learn, engage, communicate, and develop skills that will prepare them for work, life, and citizenship. We are committed to helping students develop 21st-century technology and communication skills. To that end, we provide access to various technologies, network systems, and internet access for student and staff use. A signed agreement must be on file prior to the use of district technologies. Students must have a parent's signature as well. This Acceptable Use Policy outlines the guidelines and behaviors that users are expected to follow when using school technologies or when using personally owned devices on the school campus.

- The USD 467 Wichita County network is intended for educational purposes. It is not a public access service or a public forum.
- All activity over the network or when using district technologies may be monitored and retained. Access is a privilege, not a right.
- Access to online content and posting of content via the network may be restricted in accordance with our policies and federal regulations, such as the Children's Internet Protection Act (CIPA).
- Students and staff are expected to follow the same rules for good behavior and respectful conduct online as offline.
- Misuse of school resources can result in disciplinary action.
- USD 467 Wichita County makes a reasonable effort to ensure users' safety and security online, but will not be held accountable for any harm or damages that result from the use of school technologies.
- Users of the district network or other technologies are expected to alert IT staff immediately of any concerns for safety or security.

**Technologies Covered:** USD 467 Wichita County may provide Internet access, desktop computers, mobile computers or devices, videoconferencing capabilities, online collaboration capabilities, message boards, email, network systems, and internet access. As new technologies emerge, USD 467 Wichita County will attempt to provide access to them. The policies outlined in this document are intended to cover all available technologies, not just those specifically listed.

**Electronic Resources:** The USD 467 Wichita County views the use of electronic resources as central to the delivery of its educational program, and as such maintains the expectation that all students will use electronic resources as an essential part of their learning experiences. It is the policy of the USD 467 Wichita County to maintain an environment that promotes ethical and responsible conduct in all electronic resource activities by staff and students. The amount of time and type of access available for each student and staff member may be limited by the District's technology and the demands for the use of the District's technology. These procedures are written to promote appropriate and responsible technology use in support of the mission and goals of the USD 467 Wichita County and its schools. Although reasonable efforts will be made to make sure students will be under supervision while on the network, it is not possible to constantly monitor individual students and what they are accessing on the network. Some students may encounter information that may not be of educational value and/or may be inappropriate. It shall be a violation of this policy for any employee, student,

or other individual to engage in any activity that does not conform to the established purposes and general rules for the use of electronic resources.

**Web Access:** USD 467 Wichita County provides its users with access to the Internet, including websites, resources, content, and online tools. That access will be restricted in compliance with CIPA regulations and school policies. Web browsing may be monitored and web activity records may be retained indefinitely.

Users are expected to respect that the web filter is a safety precaution, and should not try to circumvent it when browsing the Web. If a site is blocked and a user believes it shouldn't be, the user should follow district protocol to alert an IT staff member or submit the site for review.

**Email:** USD 467 Wichita County may provide users with email accounts for the purpose of school-related communication. Availability and use may be restricted based on school policies. Email accounts should be used responsibly. Users should not attempt to open files or follow links from unknown or untrusted origins. Users are expected to communicate with the same appropriate and courteous conduct online as offline. Email usage may be monitored and archived. All communications and information accessible via electronic resources should be assumed to be public records and, barring a privilege will be disclosed.

**Mobile Devices Policy:** USD 467 Wichita County may provide users with mobile computers or other devices to promote learning outside of the classroom. Users should abide by the same acceptable use policies when using school devices off the school network as on the school network and are expected to treat these devices with care and caution. Users should report any loss, damage, or malfunction to IT staff immediately. Users may be financially accountable for any damage resulting from negligence or misuse. The use of school-issued mobile devices off the school network may be monitored.

**Security:** Users are expected to take reasonable safeguards against the transmission of security threats over the school network. This includes not opening or distributing infected files or programs and not opening files or programs of unknown or untrusted origin. If you believe a computer or mobile device you are using might be infected with a virus, alert IT. Do not attempt to remove the virus yourself or download any programs to help remove the virus.

**Downloads:** Users should not download or attempt to download or run an executable program (.exe) over the school network or onto school resources without express permission from IT staff. You may be able to download other file types, such as images or videos. For the security of our network, download such files only from reputable sites, and only for educational purposes.

**Netiquette:** Users should always use the Internet, network resources, and online sites in a respectful manner and realize that among the valuable content online is unverified, incorrect, or inappropriate content. USD 467 Wichita County is not responsible for the accuracy of information users access on the internet. Users should use trusted sources when conducting research via the Internet. Users should not post anything online that they would not want parents, teachers, future colleges, or employers to see. Once something is posted online, it can be shared in ways not intended and access can become impossible to control.

**Plagiarism:** Users should not plagiarize (or use as their own, without citing the original creator) content, including words or images, from the internet. Users should not take credit for things they did not create themselves, or misrepresent themselves as an author or creator of something found online. Research conducted via the internet should be appropriately cited, giving credit to the original author.

**Personal Safety:** Users should be cautious and responsible when providing personal information, including phone number, address, social security number, birthday, or financial information, over the internet. Users should recognize that communicating over the internet brings risks and the perception of anonymity and one should carefully safeguard the personal information of themselves and others. All messages, comments, images, or any online content that threatens personal safety should be brought to the attention of a responsible individual immediately.

**Harassment:** Harassment will not be tolerated. Harassing, dissing, flaming, denigrating, impersonating, outing, tricking, excluding, and cyberstalking are all examples of harassment. Do not send emails or post comments with the intent of scaring, hurting, or intimidating someone else. Engaging in these behaviors, or any online activities intended to harm (physically or emotionally) another person, will result in severe disciplinary action and loss of privileges. In some cases, harassment can be a crime. Network activity can be monitored and retained indefinitely.

#### *Examples of Acceptable Use*

- Creation of files, projects, videos, web pages, podcasts, and other activities using electronic resources, in support of education and research and consistent with the mission of the District.
- Participation in electronic communication and collaboration activities such as blogs, wikis, podcasts, email, and other activities using electronic resources, in support of education and research and consistent with the mission of the District.
- With parent permission, posting of student-created original educational material, curriculum-related materials, and student work. Sources outside the classroom or school must be appropriately cited and all copyright laws must be followed.
- Staff use of electronic resources for incidental personal use in accordance with all District policies and guidelines.
- Connection of any personal electronic device is subject to all guidelines in this document.
- Proper codes of conduct in electronic communication must be used. Providing personal information is inappropriate; when using electronic communications, extreme caution must always be taken in revealing any information of a personal nature.
- All electronic resource accounts are to be used only by the authorized owner of the account for the authorized purpose
- All communications and information accessible via electronic resources should be assumed to be public records and, barring a privilege will be disclosed.
- As a representative of your school and community, exemplary behavior while using electronic resources should be practiced.

#### *Unacceptable Use*

- Providing unauthorized personal information such as an address or phone number.
- Contributing to cyberbullying, hate mail, chain letters, harassment, discriminatory remarks, and other antisocial behaviors.
- Using profanity, obscenity, racist terms, or other language that may be offensive to another user.
- Any use of the electronic resources for individual profit or gain; for product advertisement; for political action or political activities; or for excessive personal use.



- Playing games, accessing social networking sites, and streaming or downloading audio and video files unless specifically authorized by a teacher for instructional purposes.
- Intentionally seeking information on, obtaining copies of, or modifying files, other data, or passwords belonging to other users, or misrepresenting other users on the electronic resources.
- Using an electronic resources account authorized for another person.
- Making use of the electronic resources in a manner that serves to disrupt the use of the network by others.
- Destroying, modifying, or abusing hardware and/or software.
- Unauthorized downloading or installation of any software, including shareware and freeware, for use on USD 467 Wichita County electronic resources.
- Downloading, copying, otherwise duplicating, and/or distributing copyrighted materials without the specific written permission of the copyright owner. Exceptions are made when duplication and/or distribution of materials for educational purposes is permitted when such duplication and/or distribution would fall within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC).
- Using electronic resources to access or process pornographic material, inappropriate files, or files dangerous to the integrity of the network. Accessing any material that is inappropriate for minors including products or services that the possession and/or use of by minors is prohibited by law.
- Malicious use of electronic resources to develop programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computing system.
- Any attempts to defeat or bypass the District's Internet filter by using or trying to use proxies, https, special ports, modification to District browser settings, or any other techniques, designed to avoid being blocked from inappropriate content or to conceal Internet activity.
- Using any electronic resources for unlawful purposes. This is not intended to be an exhaustive list. Users should use their own good judgment when using school technology.

### *Student Responsibilities*

- Students should use emerging communications and collaboration tools to create and personalize networks of experts to inform their education process.
- Students should engage in technology-enabled learning experiences that transcend the classroom walls and are not limited by resource constraints, traditional funding streams, geography, community assets or even teacher knowledge or skills.
- Students should see the use of relevancy-based digital tools, content, and resources as a key to driving learning productivity, not just about engaging students in learning.

### *Staff Responsibilities*

- Staff should use emerging and collaboration tools to be most productive and to effectively engage students in significant learning.
- Staff should see the use of relevance-based digital tools, content, and resources as a key to driving learning productivity for themselves and their students.
- Staff members who supervise students, control electronic equipment, or otherwise have occasion to observe student use of said equipment shall make reasonable efforts to monitor the use of this

equipment to assure that it conforms to electronic resources procedures as well as with the mission and goals of the USD 467 Wichita County.

- Staff should make reasonable efforts to become familiar with the electronic resources and their use so that effective monitoring, instruction, and assistance may be provided. Staff should report any misuse to their supervisor.

### *Wichita County USD 467 Rights and Responsibilities*

The USD 467 Wichita County recognizes its obligation to protect the well-being of students in its charge. To this end, the district retains the following rights:

- To log electronic resource use and to monitor fileserver space utilization by users, and assume no responsibility or liability for files deleted due to violation of fileserver space allotments.
- To monitor the use of electronic resource activities. This may include real-time monitoring of network activity and/or maintaining a log of Internet activity for later review. The District has the right, but not the duty, to monitor any and all aspects of its technology, network systems, and internet access, including, but not limited to sites students and staff visit on the internet and reviewing e-mail.
- To provide internal and external controls as appropriate including the right to determine who will have access to USD 467 Wichita County-owned equipment.
- To exclude those who do not abide by the USD 467 Wichita County electronic resources policy or other policies governing the use of school facilities, equipment, and materials. A user account may be closed at any time based on the District's determination that a user has violated this policy.
- To restrict electronic resource destinations through software or other means every computer in the school district having internet access shall not be operated unless internet access from the computer is subject to a technology protection measure. (I.e. filtering software)
- To provide guidelines and make reasonable efforts to train staff and students in acceptable use and policies governing electronic resource communications.
- To use filtering software to block or filter access to visual depictions that are obscene and all child pornography in accordance with CIPA. Other objectionable material may be filtered. The determination of what constitutes "objectionable" material is a local decision determined by the District's educational goals.

### *Disclaimer*

- The USD 467 Wichita County cannot be held accountable for the information that is retrieved via electronic resources.
- Even if students have NOT been given access, they may still be exposed to information from the District's computers, network systems, and/or the internet in the guided curricular activities at the discretion of their teachers.
- Pursuant to the Electronic Communications Privacy Act of 1986 (18 USC 2510 et seq.), notice is hereby given that there are no facilities provided by this system for sending or receiving private or confidential electronic communications. Network administrators have access to all emails and will monitor messages. Messages relating to or in support of illegal activities will be reported to the appropriate authorities. Students and staff waive any right to privacy in anything they create, store, send, disseminate or receive on the District's technology and network systems, including the internet.

- The District reserves the right to monitor, inspect, copy, review, and store without prior notice any and all usage of: the network; user files and disk space utilization; user applications and bandwidth utilization; user document files, folders, and electronic communications; email; internet access; and any and all information transmitted or received in connection with network and/or email use.
- All such information files shall be and remain the property of the District, and no student or staff user shall have any expectation of privacy regarding such materials. The District reserves the right to disclose any electronic message to law enforcement officials or third parties as appropriate. All documents are subject to the public records disclosure laws of the State of Kansas.
- Electronic backup is made of email for the purpose of public disclosure requests and disaster recovery. Barring power outages or intermittent technical issues backups are made of staff and student files on District servers for recovery of accidental loss of deleted files. Recovery is not guaranteed.
- Filtering software is not 100% effective. While filters make it more difficult for objectionable material to be received or accessed, filters are not a solution in themselves. Every user must take responsibility for his or her use of the network and Internet and avoid objectionable sites. While USD 467 Wichita County employs filtering and other safety and security mechanisms and attempts to ensure their proper function, it makes no guarantees as to their effectiveness.
- The USD 467 Wichita County will not be responsible for any damages users may suffer, including loss of data resulting from delays, non-deliveries, or service interruptions caused by our own negligence or user errors or omissions. Use of any information obtained is at the user's own risk.
- USD 467 Wichita County will not be responsible, financially or otherwise, for unauthorized transactions conducted over the school network.

*The USD 467 Wichita County makes no warranties (expressed or implied)*

- The District does not warranty that its technology, network systems or internet access will be secure and free of viruses, spyware, and/or malware at all times.
- The District is not responsible for the content of any advice or information received by a user or any costs or charges incurred as a result of seeking or accepting any information;
- Any costs, liability, or damages caused by the way the user chooses to use his or her access to the electronic resources are the responsibility of the user. The District will not be responsible for any damages relating to data loss, delays, non-deliveries, mis-deliveries, or service interruptions caused by negligence or omission.
- The District is not responsible for the accuracy of information users' access on the internet and is not responsible for any unauthorized charges students or staff members may incur as a result of their use of the District's technologies. Any risk and/or damages resulting are assumed by and are the responsibility of the user.
- The USD 467 Wichita County reserves the right to change its policies and rules at any time without notification. The interpretation, application, and modification of this policy are within the sole discretion of the District. Any questions or issues regarding this policy should be directed to the Superintendent, any building principal, or the technology coordinator.

*Violations of this Acceptable Use Policy*

Violations of this policy may have disciplinary repercussions, including, but not limited to:

- Suspension of network, technology, or computer privileges

Updated 6/9/23

- Notification to parents/supervisors
- Detention or suspension from school and school-related activities
- Legal action and/or prosecution

Appropriate disciplinary repercussions will be determined on a case -by -case basis and will be based upon the nature and seriousness of the individual incident.