



# Newberg School District Technology Responsible Use Agreement

## About this Document

Please review this document regarding responsible use of Newberg School District technology before signing the Technology Responsible Use Agreement.

## Overview and Introduction

Newberg School District educators believe that technology allows for unique opportunities for students to learn, innovate, create, communicate, collaborate, and much more. Along with these remarkable advantages that come with using technology in instruction, the regular use of technology provides an opportunity for students to become responsible digital citizens. We want all of our students to be thoughtful, responsible digital citizens, who are empowered to make good choices as they use technology and navigate digital environments. This document provides an overview of the key details, resources, and expectations for this responsible use of Newberg School District technology resources. We ask that parents/guardians please read through this document considering their role in supporting the responsible use of technology in Newberg School District, and we ask that they please take the time to review and discuss this document with their student(s). Both parent(s)/guardian(s) and the student must sign the agreement or just parent(s)/guardian(s) on behalf of younger students. We ask that completed agreements be returned to the student's school as soon as possible.

## Digital Citizenship

While digital citizenship (learning how to make responsible choices online) is something that is both modeled and taught in our classrooms, we need the shared responsibility of the broader community to help our students become helpful, caring, thoughtful, wise, and responsible in all aspects of their lives, both digital and otherwise. To put it simply: we want all Newberg School District students to be responsible, caring digital citizens. Just like while they are at school, students are responsible for making good choices and behaving appropriately while using district technology. The district does recognize that the digital environment has unique complexities that requires intentional, structured learning experiences for those who are learning to become digital citizens. If you would like to learn more about being a responsible digital citizen or modeling good digital citizenship, we would recommend Common Sense Media as a resources for your consideration: Common Sense Media has numerous resources for parent(s)/guardian(s) who want to learn more about how to help their student navigate the digital world.

## **Responsible Use Expectations**

Those who use district technology shall use good judgment and take responsibility for their own use of District computers and computer systems, using them in a responsible, ethical, and legal manner. The school board policy IIBGA and administrative regulation contain many other important details, which are shared below only in summary. To access the complete text, please visit [policy.osba.org/newberg](http://policy.osba.org/newberg). Here are the key expectations and considerations:

- District technology is intended primarily for educational purposes
- District users shall have no expectation of privacy when using District technology, and the district reserves the right to monitor all usage of District technology.
- District technology may not be used for unlawful purposes, communications that promote violence, viewing or sending obscene materials or pictures, harassment or bullying or intimidation or hatred against another person or group of persons with regard to race, color, sex, sexual orientation, gender identity, religion, national origin, age, marital status, or disability.
- Do not modify technology equipment (hardware or software) without permission. Please note: this includes not adding stickers to devices.

Violations of district technology policies may result in the loss of the privilege to use these tools, as well as disciplinary action appropriate to the type of District user.

## **Taking Care of District Technology**

Beyond the board policy specifically related to the use of technology (IIBGA and IIBGA-AR), other policies also are applicable to the times when students are using district technology. The Vandalism/Malicious Mischief/Theft policy (ECAB and the ECAB-AR) states that there are consequences for any willful destruction of district property, which includes district technology. Users may be held personally and financially responsible for intentional damage done to district technology. The district expects students to do all that they can to minimize unintentional damage. While some damage happens unintentionally in the normal use of technology, we expect students to treat devices with care and take reasonable precautions. Unintentional, accidental damage that happens during normal, careful usage of district technology will not result in consequences for the student, but intentional damage or an ongoing pattern of damage to district technology may lead to the consequences outlined in the ECAB and ECAB-AR board policies.

## **Digital Resources**

Newberg School District provides our students and teachers with numerous digital tools and systems to facilitate teaching and learning. These digital tools and systems include Google Apps for Education, a free, web-based program for word processing, spreadsheets, and presentation tools (to learn more about our use of Google Apps, please visit the district website). For these digital resources, the district makes every effort to ensure that these tools and systems — and any other digital tools and systems adopted at the district level — are compliant with all applicable laws and regulations, including the Children’s Online Privacy Protection Act (COPPA) and the Family Educational Rights and Privacy Act (FERPA). By signing this form, you acknowledge that you will support the responsible use of these tools and resources.