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| DCN | T1001 |
| VER | 060615 |
| STAT | Public |

Student Technology Resource Use Agreement

Dixon Unified School District (DUSD) strives to offer the best technology resources possible to students. As part of our efforts to offer and protect these resources we require that students and their parent/guardian read and agree by their signature to this Technology Use Agreement. This agreement constitutes a binding contract between the student / parent/guardian and DUSD. Violations of this agreement hold legal and punitive consequences based on the severity of the violation. This use agreement is being presented in accordance with District Board Policy 6163.4.

1.0 General Technology Use Agreement

Information Technology resources are offered to students for assigned educational goals only. DUSD resources accessed from a school or remotely through the Internet or wireless network connection are to be used only in the pursuit of educational objectives assigned by a DUSD Faculty / Staff member and in a non-malicious fashion.

Malicious behavior is hereby defined to be anything that causes a technology resource to function in a way other than it was designed / intended to be used, or causes a technology resource to have degraded performance beyond that of normal use. Physical or virtual damage to technology resources will be considered vandalism and will be punishable in accordance with Board Policy 5131.5 (BP5131.5)

Normal use is hereby defined as any behavior that is reasonable and prudent for the execution of acceptable educational goals while not limiting or degrading the performance of any technology resource.

2.0 Examples of Technology Resources

- PC / Mac / Laptop / PDA / Projector Systems
- Computer Drives (Floppy, CD-ROM, Hard Disk)
- Keyboards / Mice / Mouse Pads
- Headphones / Speakers
- Network Hardware / Cabling
- Network Bandwidth Allocations
- Internet Connections
- Servers (Web Services, File Storage, E-mail)
- Printers / Copiers / Paper Stock
- Computer Desks / Office Chairs

3.0 Privacy and Confidentiality Expectations

Students have reasonable expectations that data stored in their assigned network location will be kept private and confidential. Data stored in these network locations will not be accessible by fellow students or non-authorized DUSD employees. Students should not have any expectations that their activities will be held private or confidential from DUSD while using a DUSD technology resource.



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If, in the course of normal maintenance and investigation, anything is found that violates this agreement or any applicable laws, DUSD will notify the appropriate authorities and turn over any materials or data found to be in any way associated with the discovered violation.

DUSD expects that the student will maintain the privacy and confidentiality of their assigned login account and technology resources. Student maintenance of privacy requirements includes:

- 1) Not divulging their account password to any other student or person not authorized by DUSD.
- 2) Changing their assigned login account password every 60 days.
- 3) Logging off of any computer when they leave the console for a period of time exceeding 5 minutes.

4.0 Normal Maintenance and Investigation

DUSD shall perform routine maintenance of all technology resources and logs. If any suspicious activity or data is encountered during the process of this maintenance, an internal investigation will be authorized by the Director of Information Services & Technology or their authorized representative. DUSD will also investigate reasonable allegations of possible violations to policies or applicable laws. If any policies or laws are found to be violated, or are suspected to be violated, the appropriate authorities will be notified.

5.0 Internet Use and Privacy

DUSD offers Internet access for students to use during the course of their assigned educational activities. Under no circumstances are students to divulge personally identifiable information about themselves or others to persons or organizations that they encounter on the Internet.

Personally identifiable information includes:

- 1) Social Security Number
- 2) Student Number or any Government Assigned ID Number
- 3) First name / Last name
- 4) Age
- 5) Address
- 6) Phone Number
- 7) Email Address
- 8) Any Aliases known to be used

Specifically prohibited Internet activities include:

- 1) Participating in any chat room unless such participation is part of a written educational assignment and is performed under the direct supervision of a DUSD Faculty / Staff member.
- 2) Streaming of Video or Audio content unless such streaming is part of a written educational assignment and is performed under the direct supervision of a DUSD Faculty / Staff member.
- 3) Downloading of any illegal content including pirated games, movies, audio files, documents, or programs.



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- 4) Downloading any data through the use of DUSD's Internet connections for the purpose of transporting that data to another non-DUSD location. (Media files, Programs, Etc.)
- 5) Accessing any material that is pornographic, harassing, discriminatory, or threatening in nature.
- 6) Installing any program on a technology resource without the explicit permission of the DUSD Information Services & Technology Department.

6.0 Student Responsibilities

Students must respect and protect the privacy of others. This includes:

- Using only their assigned login accounts.
- Not viewing, using, or copying passwords, data or information from non authorized areas.
- Not engaging in any activities with the purpose of trying to compromise the security of a technology resource (Hacking).

Students must respect and protect the integrity, availability, and security of all information technology resources. This includes:

- Observing all regulations and practices as posted.
- Promptly reporting any security risks or violations to Site or District Administrators.
- Not destroying any materials or data that does not belong to them without the clear permission of the resource owner.

Student must respect and protect the intellectual property of other. This includes:

- Not infringing upon copyrights (Making illegal copies of music, games, movies, or any product that displays a copyrighted symbol.)
- Not plagiarizing any written or electronic source.

Students must respect and practice the principles of community. This includes:

- Communicating only in ways that are kind and respectful.
- Reporting threatening or discomfoting materials or data to a teacher or site / district administrator.
- Not intentionally accessing, transmitting, copying, or creating materials or data that violates this policy, school codes of conduct, or applicable laws. Examples of this material or data are items that are pornographic, threatening, discriminatory, meant to harass, stolen, obscene, or illegal.
- Not using DUSD's technology resources to further any act that is illegal or violates DUSD policy.
- Not sending SPAM, chain letters, or other mass unsolicited mailings.
- Not buying, selling, advertising, or otherwise conducting business, unless it is approved as a school project.

Parents: Be sure that your students fully understand the requirements set forth in this agreement. If you or your students require explanation of this agreement, please contact your school site office.



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*** Student Technology Resource Use Agreement Signature Page ***

I am retaining the body of this agreement for my future reference and understand that a copy of this agreement may be obtained on the Dixon Unified School District website.

I ACKNOWLEDGE AND UNDERSTAND MY OBLIGATIONS UNDER THIS AGREEMENT:

| | | | |
|--------------------|--|------|--|
| Student Number | | | |
| Student Name | | | |
| Student Signature | | Date | |
| Guardian Name | | | |
| Guardian Signature | | Date | |