

Dear Parent or Guardian:

Northeastern School District has made changes to our Acceptable Use Agreement. This agreement will only be sent home when a student enters a new building or when changes are made to the policy. *Please contact the High School Office if you need to make any changes to this form in the future.*

Students in the 21<sup>st</sup> century must have an understanding of basic facts and skills, but they also need to have competency in problem solving and collaboration as well as a global understanding of their place in the world. Also, we have experienced a shift in technology from software that resides on servers and computers to applications that reside on the Internet or in the cloud. Students need to understand how to safely use these applications – many of which are free. Students are always directed toward age and subject appropriate sites while at school. Students are supervised when using technology at school and all student Internet access is filtered.

Some terms you may find helpful:

- Web 2.0 refers to the change in web sites from static sites to dynamic and collaborative sites where users are able to generate content (<http://oxforddictionaries.com>)
- A Wiki refers to a website that is modified by a number of people. It is a great way to work collaboratively. In the district we use WikiSpaces.
- A blog came from the terms Web Log but has become a way to publish content. This format encourages students to write and create their own content.
- Google Apps is a suite of applications that is free to school districts. These are beyond the basic Google search engine.
- Classroom management software allows teachers to post lessons and tests while allowing for interaction of their classroom. The two forms that we use are Moodle and Edmodo.

For students to use these applications and to access the Internet as a tool, they will need your permission for us to create accounts for them in these applications.

Web 2.0 tools will be used for creating written projects (process writing and persuasive writing), peer editing, creative writing, sharing classroom events, discussing current events, dynamic and timely research, collaborating and creating multimedia presentations.

Access is a privilege that entails responsibility. Students are responsible for good behavior on school computers, networks, and the Internet just as they are in a classroom. Any user accounts created by district personnel or by students are subject to the guidelines defined by the Acceptable Use Policy, regardless of where the access to that technology tool has taken place. The technology use will be monitored by staff and access to these resources may be terminated if a student does not use them in accordance with established rules. At any time, an administrator or representative may review information stored on the computer.

As outlined in the District Acceptable Use Policy, several behaviors are not permitted.

- Using obscene or vulgar language;
- Sending or displaying educationally inappropriate or offensive messages or pictures
- Harassing, insulting or attacking others
- Damaging computers, computer systems or computer networks
- Violating copyright laws
- Logging in under another student's name and trespassing in another's folder, work or file

Violation may result in a loss of access as well as other disciplinary or legal actions. First offense will result in loss of access, except those sites necessary for scheduled computer courses, for 30 school days. A second offense will result in loss of access for the remainder of the school year. If you have any questions or concerns please contact your building principal.

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## NORTHEASTERN SCHOOL DISTRICT

### Student Network and Internet Use Regulations

1. All networks and computing resources of the Northeastern School District and access to the Internet exist to support the instructional and educational needs of the district and use of the network for non-work or non-school related work is prohibited.
2. The Northeastern School District network is not for private or commercial business use, political, or religious purposes.
3. Students are prohibited from connecting any device to, or disconnecting any device from a computer or peripheral device or the district's Local or Wide Area Network except for the Student Guest network with a teacher's permission.
4. Students are prohibited from changing or, in any way, altering a network device, a device or peripheral name, file and/or folder names or network zones.
5. Students are prohibited from copying or installing applications, folders and/or files from within or between network zones or to any personal storage device (including, but not limited to, floppy disks, CDs or USB flash memory) without first obtaining teacher and/or staff approval.
6. Network resources, including hardware, peripherals, and software, may not be used for personal entertainment (games) and/or any private activities.
7. School district computers may not be used illegally to duplicate copyrighted software.
8. No student will use District owned computers, peripherals or the Internet to deliberately access obscene, pornographic or otherwise non-educational material or show others how to do the same.
9. No student will deliberately or willfully cause damage to computer equipment (including the introduction of computer viruses) or software or assist others in doing the same.
10. Sending material likely to be offensive, objectionable, or harassing is strictly prohibited.
11. Any use of the Northeastern School District network which accesses outside resources must conform to the District's "Acceptable Use Policy".
12. Students are responsible to take precautions to prevent virus infection on the equipment of the Northeastern School District.
13. Students will respect the rights and property of others and will not improperly access, misappropriate, or misuse the files, data, or information of others.
15. Passwords and accounts are assigned for each student and are for the singular use by that student. Distribution or alteration of a password is prohibited.
16. All passwords should be kept confidential and not shared with others.
17. Network users should not reveal their personal address or telephone numbers to other users via the network or over the Internet.
18. Storage devices will only be used for document transfer and not for running applications or operating systems.

Access is a privilege that entails responsibility. Individual users of the district's computer networks are responsible for their own behavior and communications over those networks. The district shall not be responsible for any information that may be lost, damaged or unavailable when using the network or for any information retrieved via the Internet.

Violation of any of the items listed will result in disciplinary action as outlined in the Northeastern School District Student Handbook. Further, serious violations may be punishable under Pennsylvania criminal statutes covering unlawful access, altering or damaging any computer system, network, software or database, with the intent to interrupt the normal functioning of an organization.

*DISCLAIMER: The Northeastern School District will not be responsible for any virus transferred from District operated equipment to systems outside of the District. It is highly recommended that any data obtained through the use of District operated equipment should be thoroughly checked for viruses before use outside the District.*

# Northeastern School District

Parental/Guardian Release Form for Internet and Network Access  
Grades 9-12

**Please complete all items below and return as soon as possible.**

This agreement will be in force the entire time your student attends Northeastern High School.

Student Name (please print): \_\_\_\_\_ Student Number: \_\_\_\_\_

Current School: Northeastern High School 2013-2014 Grade: \_\_\_\_\_

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

## PARENT OR GUARDIAN

All students receive Basic internet access. Students can access a limited list of sites that are used in direct instruction and assessment.

It is important for all students to have permission to use age appropriate online tools to start learning the skills needed for collaboration and problem solving. Safely providing a 21<sup>st</sup> Century education that will prepare your student for his or her future is our priority. To allow our students to learn how to use tools on the Internet requires a more robust access. Northeastern School District needs parent's permission to create logins for age appropriate applications for students.

Please sign below indicating that you will allow your student to have filtered Internet access and to use Web 2.0 tools and Google Apps for Education. If you grant permission and find it necessary to withdrawal permission at a later date, please contact the building principal.

**I have read the "Student Network and Internet Use Regulations" and I hereby give permission for the Northeastern School District to allow the above named student use of the district's networks including filtered access to the Internet, and to create accounts for Google Apps for Education and other district Web 2.0 tools.**

Parent or Guardian's Name (please print): \_\_\_\_\_

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

