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Dear Parents and Guardians:

Attached you will find the Board Policy, Administrative Regulation, Computer System Support, Service Liability Disclaimer, and Accidental Damage Advisory for student use of technology at the Coronado Unified School District. We ask that you read it and, if you and your child can agree to follow the guidelines, sign the 2018-2019 Registration Packet Coversheet and return it to your child's school. Without a signed parent and student agreement, students will not be able to use the technology equipment and network at our schools.

The District has established a Wide Area Network and each school has a Local Area Network. Most classrooms, offices, and libraries are connected to the Wide Area Network, which allows employees and students access to the Internet. Our network does have a filtering system to eliminate access to inappropriate websites.

The District does host a website at www.coronadousd.net. Please visit the site to learn more about the district, schools, and activities of the Governing Board.

At times, student work or pictures may be displayed on the district, school, or classroom websites. Our practice is to use only the first name of students. Please indicate on the Registration Packet Coversheet whether you will allow your child's picture or work to be displayed on the websites.

If you have any questions about the technology plan and/or use of technology in the District, please contact your child's teacher, school administrators, or Director of Technology at the District Office 522-8900.

Sincerely,

Karl Mueller
Superintendent of Schools

Coronado USD

Administrative Regulation

Student Use Of Technology

AR 6163.4

Instruction

The principal or designee shall oversee the maintenance of each school's technological resources and may establish guidelines and limits on their use. All instructional staff shall receive a copy of this administrative regulation, the accompanying Board policy, and the district's Acceptable Use Agreement describing expectations for appropriate use of the system and shall also be provided with information about the role of staff in supervising student use of technological resources. All students using these resources shall receive instruction in their proper and appropriate use.

(cf. 0440 - District Technology Plan)
(cf. 4040 - Employee Use of Technology)
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

Teachers, administrators, and/or library media specialists shall prescreen technological resources and online sites that will be used for instructional purposes to ensure that they are appropriate for the intended purpose and the age of the students.

(cf. 6163.1 - Library Media Centers)

Online/Internet Services: User Obligations and Responsibilities

Students are authorized to use district equipment to access the Internet or other online services in accordance with Board policy, the user obligations and responsibilities specified below, and the district's Acceptable Use Agreement.

1. The student in whose name an online services account is issued is responsible for its proper use at all times. Students shall keep personal account numbers and passwords private and shall only use the account to which they have been assigned.
2. Students shall use the district's system safely, responsibly, and primarily for educational purposes.
3. Students shall not access, post, submit, publish, or display harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs.

(cf. 5131 - Conduct)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)
(cf. 5145.9 - Hate-Motivated Behavior)

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code 313)

4. Unless otherwise instructed by school personnel, students shall not disclose, use, or disseminate personal identification information about themselves or others when using email, chat rooms, or other forms of direct electronic communication. Students also shall be cautioned not to disclose such information by other means to individuals contacted through the Internet without the permission of their parents/guardians.

Personal information includes the student's name, address, telephone number, Social Security number, or other personally identifiable information.

5. Students shall not use the system to encourage the use of drugs, alcohol, or tobacco, nor shall they promote unethical practices or any activity prohibited by law, Board policy, or administrative regulations.

(cf. 3513.3 - Tobacco-Free Schools)
(cf. 5131.6 - Alcohol and Other Drugs)

6. Students shall not use the system to engage in commercial or other for-profit activities.

7. Students shall not use the system to threaten, intimidate, harass, or ridicule other students or staff.

8. Copyrighted material shall be posted online only in accordance with applicable copyright laws. Any materials utilized for research projects should be given proper credit as with any other printed source of information.

(cf. 5131.9 - Academic Honesty)
(cf. 6162.6 - Use of Copyrighted Materials)

9. Students shall not intentionally upload, download, or create computer viruses and/or maliciously attempt to harm or destroy district equipment or materials or manipulate the data of any other user, including so-called "hacking."

(cf. 5131.5 - Vandalism and Graffiti)

10. Students shall not attempt to interfere with other users' ability to send or receive email,

nor shall they attempt to read, delete, copy, modify, or use another individual's identity.

11. Students shall report any security problem or misuse of the services to the teacher or principal.

The district reserves the right to monitor use of the district's systems for improper use without advance notice or consent. Students shall be informed that computer files and electronic communications, including email, are not private and may be accessed by the district for the purpose of ensuring proper use.

(cf. 5145.12 - Search and Seizure)

Whenever a student is found to have violated Board policy, administrative regulation, or the district's Acceptable Use Agreement, the principal or designee may cancel or limit a student's user privileges or increase supervision of the student's use of the district's technological resources, as appropriate. Inappropriate use also may result in disciplinary action and/or legal action in accordance with law and Board policy.

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Regulation CORONADO UNIFIED SCHOOL DISTRICT
approved: August 19, 2010 Coronado, California

Coronado USD

Board Policy

Student Use Of Technology

BP 6163.4

Instruction

The Governing Board intends that technological resources provided by the district be used in a safe, responsible, and proper manner in support of the instructional program and for the advancement of student learning.

(cf. 0440 - District Technology Plan)
(cf. 1113 - District and School Web Sites)
(cf. 4040 - Employee Use of Technology)
(cf. 5131 - Conduct)
(cf. 6163.1 - Library Media Centers)

The Superintendent or designee shall notify students and parents/guardians about authorized uses of district computers, user obligations and responsibilities, and consequences for unauthorized use and/or unlawful activities in accordance with district regulations and the district's Acceptable Use Agreement.

(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
(cf. 5145.12 - Search and Seizure)

Before a student is authorized to use the district's technological resources, the student and his/her parent/guardian shall sign and return the Acceptable Use Agreement specifying user obligations and responsibilities. In that agreement, the student and his/her parent/guardian shall agree not to hold the district or any district staff responsible for the failure of any technology protection measures, violations of copyright restrictions, or user mistakes or negligence. They shall also agree to indemnify and hold harmless the district and district personnel for any damages or costs incurred.

(cf. 6162.6 - Use of Copyrighted Materials)

The Superintendent or designee, with input from students and appropriate staff, shall regularly review and update this policy, the accompanying administrative regulation, and other relevant procedures to enhance the safety and security of students using the district's technological resources and to help ensure that the district adapts to changing technologies and circumstances.

Use of District Computers for Online Services/Internet Access

The Superintendent or designee shall ensure that all district computers with Internet access have a technology protection measure that blocks or filters Internet access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced. (20 USC 6777, 47 USC 254)

To reinforce these measures, the Superintendent or designee shall implement rules and procedures designed to restrict students' access to harmful or inappropriate matter on the Internet and to ensure that students do not engage in unauthorized or unlawful online activities. Staff shall supervise students while they are using online services and may have teacher aides, student aides, and volunteers assist in this supervision.

The Superintendent or designee also shall establish regulations to address the safety and security of students and student information when using email, chat rooms, and other forms of direct electronic communication.

The Superintendent or designee shall provide age-appropriate instruction regarding safe and appropriate behavior on social networking sites, chat rooms, and other Internet services. Such instruction shall include, but not be limited to, the dangers of posting personal information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying.

Student use of district computers to access social networking sites is not prohibited, but access is limited to educational purposes only. To the extent possible, the Superintendent or designee shall block access to such sites on district computers with Internet access. Student use of school computers, networks, and internet services is a privilege, not a right. Compliance with the district's policies and rules concerning computer use is mandatory. Students who violate these policies and rules may have their computer privileges limited.

Legal Reference:

EDUCATION CODE

51006 Computer education and resources

51007 Programs to strengthen technological skills

51870-51874 Education technology

60044 Prohibited instructional materials

PENAL CODE

313 Harmful matter

502 Computer crimes, remedies

632 Eavesdropping on or recording confidential communications

653.2 Electronic communication devices, threats to safety

UNITED STATES CODE, TITLE 15

6501-6506 Children's Online Privacy Protection Act

UNITED STATES CODE, TITLE 20

6751-6777 Enhancing Education Through Technology Act, Title II, Part D, especially:

6777 Internet safety
UNITED STATES CODE, TITLE 47
254 Universal service discounts (E-rate)
CODE OF FEDERAL REGULATIONS, TITLE 16
312.1-312.12 Children's Online Privacy Protection Act
CODE OF FEDERAL REGULATIONS, TITLE 47
54.520 Internet safety policy and technology protection measures, E-rate discounts

Management Resources:

CSBA PUBLICATIONS

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007

FEDERAL TRADE COMMISSION PUBLICATIONS

How to Protect Kids' Privacy Online: A Guide for Teachers, December 2000

MY SPACE.COM PUBLICATIONS

The Official School Administrator's Guide to Understanding MySpace and Resolving Social Networking Issues

WEB SITES

CSBA: <http://www.csba.org>

American Library Association: <http://www.ala.org>

California Coalition for Children's Internet Safety: <http://www.cybersafety.ca.gov>

California Department of Education: <http://www.cde.ca.gov>

Center for Safe and Responsible Internet Use: <http://csriu.org>

Federal Communications Commission: <http://www.fcc.gov>

Federal Trade Commission, Children's Online Privacy Protection:

<http://www.ftc.gov/privacy/privacyinitiatives/childrens.html>

U.S. Department of Education: <http://www.ed.gov>

Web Wise Kids: <http://www.webwisekids.org>

Policy CORONADO UNIFIED SCHOOL DISTRICT
adopted: August 19, 2010 Coronado, California

CUSD Computer System Support & Service Liability Disclaimer

Coronado Unified School District (CUSD) assumes no responsibility for any special, incidental, indirect or consequential damages of any kind, or any damages whatsoever (including without limitation, those resulting from: (1) reliance on the materials or products presented, (2) costs of replacement goods, (3) loss of use or data, (4) delays or scholastic interruptions, (5) and any theory of liability, arising out of or in connection with the use or performance of information whether or not CUSD has been advised of the possibility of such damages. Customer agrees to hold CUSD harmless for any such damages that may arise from the attempted service of systems.

Due to the nature of the repair services offered by CUSD, laptops, netbooks, or devices not owned by CUSD cannot be repaired by a district technician. There is inherent risk of damage involved in any repairs. CUSD accepts no liability of any kind for any damage to laptops, netbooks, devices, components, cases, data or peripherals submitted while on a CUSD school site campus or while in transit to or from a CUSD school site campus.

Although all attempts are made to provide accurate, current and reliable information, you should recognize the possibility that errors may exist in the information available. Before following any advice, installing any software or hardware recommended, or submitting system for support and service, you are strongly encouraged to do a full backup of your data and system. CUSD shall under no circumstances be responsible for data loss or system failure.

Services and products advertised may be modified or discontinued without prior notice.

It is important to understand that a Manufacturer's product warranty is limited. Generally this is limited to the computer's electronic parts. Software fixes and installations are not covered unless otherwise stated.

Please be advised that it is the end user's responsibility to understand the impact of upgrades to the operating system, applications and utility software. Such upgrades can lead to incompatibilities and possible loss of data. Computer hardware and software work together and incompatibility may not become apparent until a later date. We advise contacting the manufacturer of your software regarding compatibility issues.

CUSD is not responsible for installation or recovery of software.

CUSD is not responsible for any form of data.

CUSD is not responsible for installation of applications.

It is accepted practice to perform periodic file system maintenance. This can be done by the user on most PC machines using the utilities. You, the client, are solely responsible for backing up all data before any repair is made to your device.

CUSD Accidental Damage Advisory

Student Owned Devices (BYOD) – Accidental Damage

Computer devices are delicate. CUSD expects all students to follow the rules for careful, safe handling and storage of the computer devices. However, accidents may occur, and mishaps, such as broken screens, are expensive to repair.

This is why the Accidental Damage Protection offered in a computer package is so important. Accidental Damage Protection goes beyond the usual parts, labor, or technical support warranties that may be in effect on your laptop.

NOTE: Accidental Damage Protection does not cover theft or loss of the computer device. You are advised to adjust your homeowner's/renter's policy to reflect acquisition of a computer device.

Coronado Unified School District assumes no responsibility for LOST, STOLEN, or DAMAGED computer devices.

TERMS

* Computer system is defined as: Hardware (CPU enclosure, mouse, keyboard, printer, monitor and associated cables), software (operating system software, applications software and related software) and the additional physical devices specified in the comments box on the front of this document.

** Data is defined as: Any information not part of operating system software, applications system software or related software that is stored on the computer system described in this document or on any device that interacts with the computer system described in this document