



5019: TECHNOLOGY ACCEPTABLE USE (A/P)

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BACKGROUND

The Board of Education recognizes that the use of technology is an integral tool in providing meaningful, engaging, and relevant educational programs as well as maintaining and providing for effective and efficient business and management functions. As technology is ever-changing and largely unregulated, it is important for the Board of Education to inform students and staff of the risks and benefits, and to impose governance on the use of technology within the school district technology environment.

DEFINITION

The Technology Use Agreement ("Agreement") is entered into by and between the Pacific Rim School District ("District") and its staff and students (collectively referred to as "Users") for the purpose of establishing guidelines and expectations regarding the use of technology resources within the District.

PROCEDURE

1. Acceptable Use of Technology Resources:

- 1.1 Users are granted access to the District's technology resources, including but not limited to computers, networks, internet services, and guest wireless, for educational and professional purposes.
- 1.2 Users shall use technology resources responsibly, ethically, and in accordance with applicable laws and District policies.
- 1.3 The use of technology resources for unauthorized purposes, including but not limited to hacking, spreading malware, or engaging in any form of cyberbullying, is strictly prohibited.
- 1.4 Users shall respect the privacy and security of others and refrain from attempting to access or tamper with private accounts, data, or files.

2. Bring Your Own Device (BYOD) and Guest Wireless:

- 2.1 Users are permitted, within reason, to bring their own devices (BYOD) for educational purposes and may connect to the District's guest wireless network. Please refer to [Administrative Procedure XXXX: Acceptable Use of Cellular Phones, Smart Watches, and Electronic Devices: Usage in Schools, on School Property or During School Related Activities \(AP\)](#) for specific regulations and procedures.
- 2.2 BYOD devices must comply with District security policies, including up-to-date antivirus software and password protection.



2.3 Users are responsible for the security and appropriate use of their BYOD devices while connected to the District's network.

2.4 The District reserves the right to restrict or revoke access to the guest wireless network for any reason, including, but not limited to, non-compliance with district policies.

3. Use of Private Messaging Apps:

3.1 Users may use private messaging apps, such as Facebook Messenger and WhatsApp, for professional and educational purposes, provided that such use complies with the Technology Use Agreement and District policies.

3.2 Private messaging should be limited to communication related to educational activities and District business.

3.3 Staff members are strongly discouraged from messaging students using private messaging apps. Instead, staff should use the school district email to communicate with students via their school district email account.

3.4 Users are expected to exercise caution and sound judgment when using private messaging apps, being mindful of data privacy and confidentiality, and should not share sensitive information.

4. Plagiarism/Copyright/Licensing:

4.1 Users must adhere to copyright laws and licensing agreements when using digital content for educational purposes.

4.2 Plagiarism is strictly prohibited. Users are expected to give proper credit to the original creators of content.

4.3 Users shall not engage in the unauthorized distribution or reproduction of copyrighted or sensitive materials.

5. Expected Behavior on Social Media Websites:

5.1 Users are required to uphold high standards of conduct on social media platforms.

5.2 Any online communication related to the District shall be professional, respectful, and align with the values and policies of the District.

5.3 Users shall not engage in cyberbullying, harassment, or the dissemination of false or misleading information on social media platforms.



6. Video Recording Policy:

- 6.1 Students are prohibited from making unauthorized video or audio recordings using their phones or other devices within the school premises.
- 6.2 Any recording for educational or project purposes must have prior approval from the relevant school authorities and comply with privacy regulations.
- 6.3 The use of any recordings made is restricted to educational and study purposes only and shall not be disseminated without approval from the relevant school authorities.

7. Data Security and Privacy:

- 7.1 Users shall take appropriate measures to protect sensitive information and uphold the confidentiality of data.
- 7.2 Any breach of data security or privacy must be reported immediately to the District's IT department.

8. Consequences for Violations:

- 8.1 Violations of the Technology Use Agreement or district policies may result in disciplinary actions, including but not limited to loss of technology privileges, suspension, or legal action.
- 8.2 The District reserves the right to monitor and audit technology usage to ensure compliance with District policies.

9. Agreement Acknowledgment:

- 9.1 By using the District's technology resources, Users acknowledge that they have read, understood, and agree to abide by the terms and conditions of district policies.
- 9.2 A Technology Use Agreement will be provided to every parent/guardian and student for review and signature at the beginning of each school year.

RESOURCES AND REFERENCES

- XXXX: Acceptable Use of Cellular Phones, Smart Watches, and Electronic Devices: Usage in Schools, on School Property or During School Related Activities (AP)
- Policy XXX: Acceptable Use of Cellular Phones, Smart Watches, and Electronic Devices: Usage in Schools, on School Property or During School Related Activities
- Policy 510 Safe, Caring and Orderly Schools and attached Appendix 1
- Student Technology Use Agreement Form
- Legal Advice: Harris & Company LLP