

**Audubon Public Schools**  
**Grades 6-12 Technology Responsibility Agreement 2017-18**

As a user of the Audubon Public Schools technology resources and the recipient of a technology device for my use while I remain a student in Audubon Public Schools, I hereby agree to comply with the rules as stated below. I have read and agree to abide by the guidelines and procedures established in the Audubon Public Schools Technology Handbook for Students and Internet Safety and Technology/Acceptable Use of the Internet Policy 6142.10, including communicating over these resources in a reliable fashion while honoring all relevant laws and restrictions.

In order to maintain the privilege of using the technology device, I agree to the following:

1. I agree not to use the Audubon Public Schools' computing facilities for any other purpose than that for which it was intended.
2. I will only use the computer account provided to me and will take the responsibility to protect my account from unauthorized access. When given a personal password, I will not share it with anyone and will take steps to prevent others from learning my password. If I become aware of attempts to violate or bypass security mechanisms, I will promptly report such attempts to my instructor. I understand that I am responsible for any actions done under my account by improperly protecting my password or forgetting to log off the network.
3. I understand that using the Internet is a privilege and therefore will only use the Internet when and how instructed by the teacher.
4. I understand that I must report any software or hardware problems immediately to avoid losing credit for lost files or being held responsible for any malfunctions.
5. I understand that printing is a privilege and agree only to print material needed for school related activities. I understand that I will be charged a fair rate per page for each non-school related printout or for excessive printouts.
6. I agree to keep this technology device in my possession at all times.
  - a. I will not give or lend it to anyone except to return it to Audubon Public Schools for upgrades or repair.
  - b. If I place the device in a locker, I will lock the locker and the combination will not be shared with anyone else.
  - c. During Physical Education class, I will lock the device in a locker and the combination will not be shared with anyone else.
7. I agree to carry this technology device in a secure manner to minimize the chances that it will be damaged or destroyed. This includes utilizing the case given to me by Audubon Public Schools.
8. I will not use this technology device, in or out of school, for inappropriate or unlawful purposes.
  - a. I understand that Audubon Public Schools will fully cooperate with all relevant authorities in investigating and prosecuting any unlawful use.
  - b. I will not use my technology privileges, including any school generated web page or email address, to send or display offensive messages or pictures, use obscene language, harass, insult, or attack others.
  - c. I will not use my privilege to damage computers, computer systems, computer networks, computer desktop, software, hardware, or peripherals.
  - d. I will not use my privilege to use another's password or trespass in another's folders, work, or files nor will I delete, rename, move, copy, or change another's work. I will not share, read, or use any file other than my own personal files. This

is considered cheating and will result in a zero for the assignment and a referral to administration.

- e. I will not use my privilege to tamper with or change installed software, files, program set-ups or teacher/program preferences.
  - f. I will not use my privilege to violate copyright laws, nor will I copy or download unauthorized software onto the local drive or onto the network drive; I will not install, copy, or knowingly infect the computer system with a virus nor will I install my own personal software on school computers/network. I will not use my privilege to intentionally waste technological resources nor will I employ network for commercial purposes or for playing computer games in the classroom or library.
  - g. I will not use my privilege to engage in any activity which would be deemed hacking or cracking.
9. I understand that this technology device may record or collect information on my use of the device if the technology device is equipped with a camera, global positioning system, or other features capable of recording or collecting information on the activity or use of the device. It is possible this collection of information on the student's activity or use of the device may occur outside of the school. Audubon Public Schools shall not use any of the capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student as per NJSA 18A:3639 (P.L. 2013, c. 44).
10. I understand that if this technology device is stolen or lost, Audubon Public Schools shall not be responsible for any damages or loss of the device. Any cost associated with instances of loss, theft, or damage are the full responsibility of the student and his/her parent/guardian.
- a. If this technology device is stolen, I will immediately notify the police and file a police report.
  - b. If this technology device is lost, I will immediately notify Audubon Public Schools
11. I agree to return this technology device to Audubon Public Schools at the conclusion of the school year, or earlier if I should leave the school. I further understand that any applications, music, etc., loaded on the device become the property of Audubon Public Schools and will not be returned.
12. I agree to keep this technology device adequately charged for school use.
13. I agree to pay the annual technology device fee of \$20; coverage included in this fee is outlined in the Audubon Public Schools Technology Handbook for Students.
14. I understand that failure to comply with any of the terms of this agreement, Audubon Public School rules, or policy may result in a loss of privileges, including but limited to the suspension of my uses of this technology device, as well as disciplinary action according to the discipline code and subject to legal action should that apply.

Name of Student (please print clearly) \_\_\_\_\_ Grade \_\_\_\_\_

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

As the parent/legal guardian of the minor student signing above, I grant permission for my child to access network computer services and the Internet. I understand that individuals may be held liable for violations. I understand that some materials on the Internet may be objectionable, but I accept responsibility along with Audubon Public Schools for the guidance of Internet use - setting and conveying standards for my daughter or son to follow when selecting, sharing or exploring information. I understand that the Access to Information Software and Computing

Agreement my son or daughter signed is a binding agreement and will be supported by me as a parent or legal guardian.

Name of Parent (please print clearly) \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Please sign, date, and return this form to Audubon Public Schools by Monday, September 11. We need one form signed for **EACH** child.

### XIII Acceptable Use Policy:

The following will NOT be permitted be permitted by students, teachers, administrators or any other employee with district access to the Internet:

- Posting or displaying offensive messages or pictures
- Using obscene language
- Harassing, insulting, or attacking others
- Damaging computers, computer systems, or computer networks
- Violating copyright laws
- Using another's password
- Trespassing in another's folders, work, or files
- Intentionally wasting limited resources
- Employing the network for commercial purposes

**VIOLATIONS MAY RESULT IN A LOSS OF ACCESS AND DISCIPLINARY ACTION.**

More details regarding the District's Acceptable Use Policy (6142.10 & 6142.11) can be found at <http://www.audubonschools.org/policies/>