

North Miami Community Schools
Technology Responsible Use Policy for Students

The focus of the iPad program for North Miami Community School (NMCS) is to provide tools and resources to the 21st Century Learner. Excellence in education requires that technology is seamlessly integrated throughout the educational program. Increasing access to technology is essential for that future, and one of the learning tools of the twenty-first century is the iPad. The Technology Acceptable Use Policies and Guidelines of NMCS and the signed Student Network/Internet Use Agreement apply to the iPad.

iPads and cases are leased to students but remain property of NMCS. The student is responsible for the care and good judgment when using the iPad.

NMCS is pleased to integrate iPad technology and the vast range of applications available to our district.

North Miami Community Schools believes the 1:1 technology initiative will enhance the learning for all students in grades K-12.

All users need to understand the importance of their responsibilities and the way they conduct themselves at all times while using the technology devices NMCS has provided. The following statements represent the students' agreement about the responsible use of technology that has been provided to them in support of their learning.

I will:

1. Accept the responsibility to act in a legal, courteous, efficient, and responsible manner.
2. Bring my iPad to school fully charged each day.
3. Keep private information private. (My password and identity are not to be shared).
4. Notify an adult immediately if someone violates the Responsible Use Policy.
5. Treat NMCS technology equipment with great care.
6. Follow ALL NMCS policies, rules, and regulations.
7. Credit my sources when using other peoples work (images, text, etc.).
8. Be a good digital citizen at all times while on the internet or network.

Will Not:

1. Read other students information included but not limited to: school work and communications.
2. Create, download, or obtain improper application, languages, text or pictures.
3. Use technology to harass, intimidate, ridicule, or harm anyone else.
4. Impersonate (pretend to be) someone other than myself.
5. Give ANY personal information including: name, address, passwords, cell phone number.
6. Take pictures, video or audio of ANYONE without permission of person or persons being captured.
7. Search, possess, read, view, or copy inappropriate pictures or text.
8. Tamper, change, or damage NMCS hardware or the NMCS network in any way.
9. Write on, mark on, stick anything on, or any other modifications to the iPad, iPad case, charging cable, and/or charge pack.

I Understand:

1. Electronic and paper work has the potential to be lost and I should backup all important information regularly.
2. That there may be issues with the Internet and NMCS technology may not work 100% of the time.
3. Not all information on the internet is true.
4. I am responsible for verifying information on the internet.
5. The use of NMCS network is a privilege and not a right.
6. The full use of the iPads is a privilege not a right.
7. The technology equipment and applications assigned to me is sole property of NMCS.
8. School personnel have full authority over the iPad and may remove the device from me for violation of this agreement.
9. Changes to these procedures are always evolving.

10. All technologies provided by the district are intended for educational purposes. All users are expected to use good judgment and to follow the specifics of this document as well as the spirit of it: be safe, be appropriate, and be kind; use common sense, and ask if you do not know.
11. I will abide by the same responsible use policies when using school devices off the school network as on the school network.
12. The school is not responsible for supervising the students' use of the device when not in school.
13. I am expected to treat these devices with extreme care and caution; they are expensive devices that the school is entrusting to my care.
14. I will report any loss, damage, or malfunction to school personnel immediately.
15. I am financially accountable for any damage resulting from negligence or misuse.

Consequences for misuse or not following the items above:

1. School personnel may revoke the use of iPad features due to poor performance with academics, attendance, and/or behavior.
2. I may be disciplined at school up to and including suspension or expulsion if I act irresponsibly.
3. I am responsible for the care of my rented iPad. Defacing the iPad, charging cable, charge pack, or case will result in a monetary cost of either a new piece of hardware or charge for cleaning.

Student User Agreement:

I hereby agree to comply with the statements and expectations outlined in this document and to honor all relevant laws and restrictions.

Serial, model, and inventory numbers of the iPad I am now responsible for and in possession of:

Serial #: _____

Model #: _____

Inventory #: _____

Student Signature _____

Printed Name _____

Parent/Guardian Signature _____

Printed Name _____

Date: _____

iPad Acceptable Use Policies and Guidelines for Staff

The focus of the iPad program for North Miami Community Schools is to provide tools and resources to the 21st Century Learner. Excellence in education requires that technology is seamlessly integrated throughout the educational program. Increasing access to technology is essential for that future, and one of the learning tools of the twenty-first century is the iPad. The technology Acceptable Use Policies and Guidelines of North Miami Community Schools and the signed Staff Network/Internet Use Agreement apply to the iPad.

iPads and cases are issued to staff/teachers, but remain property of North Miami Community Schools. The staff member/teacher is responsible for care and good judgment when using iPads. North Miami Community Schools is pleased to integrate iPad technology and the vast range of applications available to our district.

All staff/teachers are required to adhere to the following technology Acceptable Use Policies and Guidelines specific to the iPad:

1. The iPad and case are assigned to the staff member/teacher for the duration of his/her employment by North Miami Community Schools or until it is removed from district inventory. The iPad and case must be surrendered to North Miami Community Schools in appropriate working condition immediately upon termination of employment or at the request of the Superintendent, Technology Director, Building Administrator, or designee.
2. Any application installed on a district iPad will be school appropriate.
3. The iPad may be taken home by the staff member/teacher.
4. The iPad is sensitive to moisture and extreme heat. It must not be left in a car or location where it will be damaged and must be kept dry and away from sources of water such as sinks, bathtubs and pools.
5. Every effort will be made to prolong the condition of the iPad. For example, to extend the battery life of the iPad, do not constantly charge it. It is best to let the battery drain before recharging.
6. iTunes accounts for any iPad are not managed by North Miami Community Schools. The technology Acceptable Use Policies and Guidelines outline the district's Limitation of Liability related to personal financial, data, and etc. loss. This limitation is extended to include any applications or iTunes related products and services.
7. iPads may be selected at random for inspection to confirm compliance to all North Miami Community Schools Acceptable Use Policies and Guidelines.
8. Any physical damage, intentional or not, to the iPad will be reported to the Technology Director or designee immediately.
9. The staff member/teacher listed below understands that they are responsible for any damage to the iPad and/or case and the repair/replacement cost, not to exceed an amount of \$650.00.

Staff User Agreement:

I hereby agree to comply with the statements and expectations outlined in this document and to honor all relevant laws and restrictions.

Serial, model, and inventory numbers of the iPad I am now responsible for and in possession of:

Serial #: _____ Model #: _____ Inventory #: _____

Staff Signature _____ Date _____

Staff member name: (PLEASE PRINT) _____

Assigned building/school: _____