

# OABCIG Technology and Responsible Use Procedures (RUP)

The OABCIG School Districts understands that technology is a critical tool in the pursuit of your child's education. OABCIG encourages students to use a variety of technologies to enhance their learning and engage him/her in the world both now and in the future.

When signing the Responsible Use Procedures (RUP), you are acknowledging that you understand and comply with the information, procedures, and guidelines presented in this Technology Handbook. You further agree to the OABCIG Community School District's Responsible Use Procedures and Terms and Conditions for technology usage.

OABCIG students and families understand that:

1. All users of the OABCIG networks and equipment must comply at all times with the district's Acceptable Use Policy which is available on the district web site, <http://www.oabcig.org>
2. All devices are available for student use and remain the property of OABCIG.
3. All users are accountable to all school, district, local, state, and federal laws.
4. All use of devices, Internet, and network must support education.
5. Content filtering and blocking of inappropriate Internet content and materials is done at the district level for all users; students, staff, and guests.
  - a. The district complies with all local, state, and federal rules and regulations for filtering and blocking content.
6. All Internet, network, and e-mail usage are public and not private in nature.
  - a. The District reserves the right to monitor and access every aspect of an individual's Internet and network activities and email content.
7. All users are expected to follow existing digital citizenship, online safety, copyright laws and educational fair use policies.
8. All files stored on OABCIG equipment or the network are property of the districts and may be subject to review and monitoring.
  - a. The term "equipment" or "technology" refers to devices, batteries, power cord/chargers and cases. Each piece of equipment is issued as an educational resource. The conditions surrounding this equipment can be equated to those of a textbook.
9. Students are expected to keep the devices in good condition. Failure to do so may result in bills for repair or replacement.
  - a. Students are expected to report any damage to a device as soon as possible to their teacher. This means no later than the next school day.
  - b. Students may only log in under their assigned username. Students may not share their password with other students.
  - c. Students are encouraged not to loan device components to other students. Students who do so are responsible for any loss of components.
10. Students who identify or know about a network security problem are expected to convey the details to their teacher without discussing it with other students.
11. Students are expected to notify a staff member immediately if they come across information, images, or messages that are inappropriate, dangerous, threatening, or make them feel uncomfortable.
12. Students and families must follow all guidelines set forth in this document and by OABCIG staff.
13. All rules and guidelines are in effect before, during, and after school hours, for all OABCIG devices whether on or off the school campus.
14. Any failure to comply may result in disciplinary action. OABCIG may remove a user's access to the network or device without notice at any time if the user is engaged in any unauthorized activity.
15. OABCIG reserves the right to confiscate the property, or restrict access, at any time.

**I have read and understand the provisions of the technology program and agree to abide by them.**

_____	_____	_____	_____
<b>Student's Printed Name</b>	<b>Student's Signature</b>	<b>Date</b>	<b>Grade</b>
_____	_____	_____	
<b>Parent Printed Name</b>	<b>Parent Signature</b>	<b>Date</b>	