POLICY RELATED TO TECHNOLOGY

BRING YOUR OWN DEVICE

BYOD

The Burrillville School Committee supports access to the District's wireless network, including the internet, for students and staff primarily for administrative and instructional purposes and in accordance with Federal, State Regulations/Laws, and Burrillville School District Policies.

Use of the Burrillville School District's technology and/or electronic communications system is a privilege, not a right. This privilege can be revoked if law, regulation or policy is violated. Violation of law may result in criminal prosecution and/or disciplinary action by the school district.

All users will be required to acknowledge receipt and acceptance of the Burrillville Computer and Network Acceptable Use Policy.

Limited personal use of the District's electronic system shall be permitted if:

- The personal use does not over-burden the District's network or computer resources;
- There is no adverse effect on an employee's job performance and/or student's academic performance;
- There is no tangible expense to the District.

BYOD INTENT

Bring Your Own Device (BYOD) is a policy designed to allow students to bring their own personal electronic devices to school for educational purposes with teacher and/or principal approval. Devices may include, but not be limited to, laptops, notebooks, tablet devices, and smartphones. BYOD embraces the idea that students will take ownership of their performance by contributing to the learning process.

BYOD RESPONSIBILITY

Any student bringing an electronic device to school has the sole responsibility for that device at school and on the bus. The Burrillville School District assumes no responsibility for personal devices if they are lost, stolen, damaged, or loaned. Limited resources will be expended to

locate lost or stolen devices. Additionally, personal devices may be subject to any potential investigation per District Policy and are also expected to exhibit digital responsibility.

BYOD EXPECTATIONS

- No recording the voice or image of another in any way that disrupts teaching and learning.
- No invading the privacy of others.
- The electronic device will not be used to plagiarize.
- The electronic device will not be used to harass/bully students or staff, violate school/district policies, and/or use for unlawful purposes.
- Electronic devices may not be used to disrupt the educational environment or violate the rights of others.
- Electronic devices are not to be used for recording the voice or image of another to take, transfer, or share any audio, or videos/photographs that reveal inappropriate body parts ordinarily covered by clothing.
- Possession of any pornographic material or video on any electronic device is prohibited.

BYOD CONSEQUENCES

Any violations of the expectations listed above will be subject to disciplinary action per Federal, State, District law/regulations and/or policies.

Appropriate use of electronic devices applies from the time the student enters the school bus or school and leaves the school grounds or gets off the school bus.

DIGITAL CITIZENSHIP

What is Digital Citizenship?

Technology use is everywhere in our world today. We believe our schools should play a role in teaching our students to use technology appropriately. Rather than banning the devices our students use in their daily lives, the same devices they will soon come to rely on in their future professional lives, it is important to guide them in developing the skills needed to be a productive digital citizen. The following digital citizen guidelines will help and protect our students as they incorporate these powerful tools.

<u>*The Nine Themes of Digital Citizenship</u>

1. **Digital Access:** *full electronic participation in society*
   Technology users need to be aware of and support electronic access for all to create a foundation for Digital Citizenship. Digital exclusion of any kind does not enhance society. All people should have fair access to technology no matter who they are. Places or organizations with limited connectivity need to be addressed as well. To become productive citizens, we need to be committed to equal digital access.

2. **Digital Commerce:** *electronic buying and selling of goods*
   Technology users need to understand that a large share of market economy is being done electronically. Legitimate and legal exchanges are occurring but the buyer or seller needs to be aware of the issues associated with it. The mainstream availability of internet purchase of toys, clothing, cars, food, etc. has become commonplace to many users. At the same time, an equal amount of goods and services which are in conflict with the laws or morals of some countries are surfacing (which might include activities such as illegal downloading, pornography, and gambling). Users need to learn about how to be effective consumers in a new digital economy.

3. **Digital Communication:** *electronic exchange of information*
   One of the significant changes within the digital revolution is a person's ability to communicate with other people. In the 19th century, forms of communication were limited. In the 21st century, communication options have exploded to offer a wide variety of choices (e.g. email, cellular phones, instant messaging). The expanding digital communication options have changed everything because people are able to keep in constant communication with anyone from anywhere and anytime. Unfortunately, many users have not been taught how to make appropriate decisions when faced with so many different communication options.

4. **Digital Literacy:** *process of teaching and learning about technology and the use of technology*
   While schools have made great progress in the area of technology infusion, much remains to be done. A renewed focus must be made on what technologies must be taught as well as how it should be used. New technologies are finding their way into the work place that are not being used in schools (e.g. videoconferencing, online sharing spaces such as wikis). In addition, workers in many different occupations need immediate information (just-in-time information). This process requires sophisticated searching and processing skills (i.e. information literacy). Learners must be taught how to learn in a digital society. In other words, learners must be taught to learn anything,

anytime, anywhere. Business, military, and medicine are excellent examples of how technology is being used differently in the 21st century. As new technologies emerge, learners need to learn how to use that technology quickly and appropriately. Digital Citizenship involves educating people in a new way - these individuals need a high degree of information literacy skills.

5. **Digital Etiquette:** *electronic standard of conduct or procedure*
Technology users often see this area as one of the most pressing problems when dealing with Digital Citizenship. We recognize inappropriate behavior when we see it, but before people use technology they do not learn digital etiquette (i.e. appropriate conduct). Many people feel uncomfortable talking to others about their digital etiquette. Often rules and regulations are created or the technology is simply banned to stop inappropriate use. It is not enough to create rules and policy, we must teach everyone to become responsible digital citizens in this new society.

6. **Digital Law:** *electronic responsibility for actions and deeds*
Digital law deals with the ethics of technology within a society. Unethical use manifests itself in the form of theft and/or crime. Ethical use manifests itself in the form of abiding by the laws of society. Users need to understand that stealing or causing damage to other people's work, identity, or property online is a crime. There are certain rules of society that users need to be aware in an ethical society. These laws apply to anyone who works or plays online. Hacking into others' information, downloading illegal music, plagiarizing, creating destructive worms, viruses or creating Trojan Horses, sending spam, or stealing anyone's identity or property is unethical.

7. **Digital Rights & Responsibilities:** *those freedoms extended to everyone in a digital world*
Just as in the American Constitution where there is a Bill of Rights, there is a basic set of rights extended to every digital citizen. Digital citizens have the right to privacy, free speech, etc. Basic digital rights must be addressed, discussed, and understood in the digital world. With these rights also come responsibilities. Users must help define how the technology is to be used in an appropriate manner. In a digital society, these two areas must work together for everyone to be productive.

8. **Digital Health and Wellness:** *physical and psychological well-being in a digital technology world*
Eye safety, repetitive stress syndrome, and sound ergonomic practices are issues that need to be addressed in a new technological world. Beyond the physical issues are psychological issues that are becoming more prevalent, such as Internet addiction.

Users need to be taught that there are inherent dangers of technology. Digital Citizenship includes a culture where technology users are taught how to protect themselves through education and training.

9. **Digital Security (self-protection):** *electronic precautions to guarantee safety*
   In any society, there are individuals who steal, deface, or disrupt other people. The same is true for the digital community. It is not enough to trust other members in the community for our own safety. In our own homes, we put locks on our doors and fire alarms in our houses to provide some level of protection. The same must be true for digital security. We need to have virus protection, backups of data, and surge control of our equipment. As responsible citizens, we must protect our information from outside forces that might cause disruption or harm.

*The above nine elements were taken from Hanover Public Schools (http://byod.hanoverpublic.org/digital/citizenship)

Visit digitalcitizenship.net for more information

First Reading: November 18, 2014
Second Reading: December 9, 2014

Bring Your Own Device
BYOD
Permission Form

Parents allowing their child (ren) to bring their personal electronic devices to school for educational purposes must adhere to the following stipulations:

1. The student must comply with the teachers' rules, regulations, and expectations.

2. The school reserves the right to inspect a student's personal device if there is cause/reason that said student violated Federal, State, Municipal, School Board, School rules, regulations, policies or law.

3. The student and parent take full responsibility for their electronic device.

4. The school is not responsible for the security of the electronic device.

5. The student may not use the electronic device to record, transmit, or post photos or videos of a person(s) on school grounds or on the school bus.

6. No images or video may be recorded at school and transmitted or posted at any time without permission from the certified staff (teacher, guidance counselor, psychologist, etc.) or school administrators.

7. The student is responsible for their electronic device, including but not limited to, proper care, repair costs, replacement, or any modifications needed to operate the electronic device at school.

8. Violations of any Federal, State, School Board, Administrative Procedures, School Rules, Regulations, Policies and Laws involving a student's personally

owned electronic device will be subject to disciplinary action, legal action and/or loss of the device in school.

9. The student should only use their electronic device for educational purposes and to access relevant files.

10. The student will use the district's secured wireless network.

PLEASE COMPLETE FORM AND RETURN TO SCHOOL; RETAIN INFORMATION

Please print.
Student's Name: _____

Parent's Name: _____

Homeroom Teacher: _____

As a parent, I understand that my child (ren) is responsible for adhering to the above policy and guidelines. I have read and discussed the above stipulations with my child (ren) and we understand our responsibility for the use of my child (ren)'s personal electronic device in school. *

I further understand that any violation of the above stipulations may result in disciplinary action, legal action and/or loss of network or device privileges.

_____   _____

Print Parent Name   Date

_____

Parent Signature

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