



HARTVILLE R-II SCHOOLS ACCEPTABLE USE OF COMPUTERS AND INTERNET



I agree to adhere to the following guidelines when using computers and technology at Grovespring Elementary, Hartville Elementary, Hartville Junior High, and Hartville High Schools. I understand that use of the school's computer resources is subject to all local, state, and federal laws and policies including but not limited to the guidelines listed below.

1. I will only use computers and technology for purposes intended. I will not add, delete, or download programs to the hard drive while working on a computer.
2. I will not bring food or drink into the classroom or lab.
3. I am to run or access only those program specifically assigned or permitted by the instructor. I will not play games or similar software on the schools' computers.
4. I will not submit, publish, view, or display on the network any defamatory, abusive, obscene, profane, sexually-oriented, or illegal material, nor shall the user encourage the use of controlled substances as proscribed in state and federal laws. I will not attempt to bypass district filters to access said materials. I understand that not all materials on the Internet (files, programs, graphics, etc.) are appropriate for students. If I obtain such inappropriate material, I will not save, print, or distribute material. If I inadvertently open a page with such materials, I will notify an instructor immediately. The page or file will be closed immediately after the instructor records the web site address.
5. I may use email or social networking only as assigned or permitted by the instructor. Network Administrators reserve the right to inspect e-mail as required by law or the policies of the school and to investigate complaints regarding e-mail that contain abusive, obscene, profane, sexually-oriented, threatening, racially offensive, or illegal material.
6. I will not use the computer equipment to copy, store, or otherwise reproduce software or material covered by the copyright laws. This is not limited to software. It also covers music, movies, and written material, such as books.
7. I will not intentionally share data, software, or equipment that is part of the school network. I will follow ALL guidelines regarding the use of district technology items such as computers, monitors, keyboards, mice, disks, Smart Boards, etc. I assume liability for damages and repair due to my abuse or neglect of the equipment and will relinquish all rights to the district network and computers. My parents and I will realize liability if computers or other technology items are lost, stolen, or damaged due to my abuse, neglect, or intentional damage. If damages do occur, the school maintains the right to withhold all student records until my parents or I have fully compensated the Hartville R-II School District.
8. I understand that I have a lessened expectation for privacy when using computer resources owned by public institutions. Issuance of a password or other means of access is not a guarantee of privacy, license for abuse, or improper use of Hartville's computing resources and facilities. In the course of network administration, we may be required to open e-mail and files, and a forensic analysis may require the network staff to access, inspect, and copy files, disks, and diskettes of users that have been used on the network without notice.
9. I will not allow other students to log in under my user ID, nor will I attempt to use another student's ID and password. The above-mentioned loss of privileges applies to this abuse as well.
10. Users that violate any of the above guidelines may result in disciplinary action by the appropriate administrator in accordance with the consequences listed below as well as those in the handbook.
 - a. If I commit the previously mentioned acts of abuse, I understand that I will relinquish all privileges of computer use for the remainder of the quarter in which the incident occurs.
 - b. Upon reinstatement and signing a new user agreement, a second offense will result in loss of my privileges for an entire semester.
 - c. A third offense will constitute loss of computer privileges for the rest of the year.
 - d. Any further offenses will result in permanent loss of computer privileges in the Hartville R-II School District.
11. I understand that, if for any reason I withdraw my enrollment from the Hartville R-II Schools and subsequently reenroll, that I will be expected to sign a new Computer Use Agreement before my computer privileges will be reinstated.

Please provide the following information:

1. Please check the student's grade level and expected graduation year:

| <i>Grade:</i> | <i>Graduation Year:</i> |
|---|-------------------------|
| <input type="checkbox"/> Senior (12 th). | 2014 |
| <input type="checkbox"/> Junior (11 th). | 2015 |
| <input type="checkbox"/> Sophomore (10 th). | 2016 |
| <input type="checkbox"/> Freshman (9 th). | 2017 |
| <input type="checkbox"/> 8 th Grade. | 2018 |
| <input type="checkbox"/> 7 th Grade. | 2019 |
| <input type="checkbox"/> 6 th Grade. | 2020 |
| <input type="checkbox"/> 5 th Grade. | 2021 |
| <input type="checkbox"/> 4 th Grade. | 2022 |
| <input type="checkbox"/> 3 rd Grade. | 2023 |
| <input type="checkbox"/> 2 nd Grade. | 2024 |
| <input type="checkbox"/> 1 st Grade. | 2025 |
| <input type="checkbox"/> Kindergarten. | 2026 |

2. The initials of student's first, middle, and last name: _____

3. My signature indicates my adherence to the aforementioned guidelines during my enrollment in the (check the appropriate building)

- | | |
|---|-------------------|
| <input type="checkbox"/> Hartville Elementary | Instructor: _____ |
| <input type="checkbox"/> Grovespring Elementary | Instructor: _____ |
| <input type="checkbox"/> Hartville Junior High | |
| <input type="checkbox"/> Hartville High | |

As I transition to a different building, I will need to reaffirm my commitment.

(Please Print Student's Name)

Student Signature

Date

I recognize that it is impossible for Hartville R-II Schools to restrict access to all controversial materials, and I will not hold the school responsible for such materials.

Parent Signature

Date

Routing: High School-Green; Junior High-Blue; Hartville Elementary-Yellow; Grovespring Elementary-Pink