Snohomish School District Technology Protection Plan – 2022-23

Just like textbooks, team uniforms and other school property issued to your child for school purposes, there is a responsibility to take care of school property. We know accidents and/or loss may happen, even when students intend to take good care of the device. In these instances, district policies and state regulations require a fine be levied to cover the repair or replacement cost of district property. Due to the high replacement cost of a laptop, the Snohomish School District is offering a Technology Protection Plan for the 2022-23 school year.

This is an **Opt-In plan**. Plan enrollment fees must be paid at the time of opting in to activate the protection plan. Payment instructions are on the next page.

COST: The standard enrollment fee for the Technology Protection Plan is **$30**. Students eligible for the free/reduced lunch program will be automatically enrolled. Students **must** fill out a free/reduced application and be approved.

COVERAGE AND BENEFIT: This protection plan covers the laptop (and its power supply) loaned to the student against **ONE** incident of accidental damage, theft, or loss **during the current school year.** This plan does **NOT** cover **loss of the power cord**, intentional misuse, abuse, or neglect by any household members. Physical screen damage caused by abuse, is not covered by the plan. All damage assessments will be at the sole discretion of the Snohomish School District.

PROTECTION PLAN REPAIR/REPLACEMENT FEES:

Repair/Replacement Fees	First Claim Deductible Within the 2022-23 school year	All Further Claims
REPAIRABLE DAMAGE (excludes screens) (Accidental damage)	none	Cost of Repair (Parts Cost)
SHATTERED, BROKEN OR CRACKED SCREEN	$25	$150
THEFT (Police Report is required)	$25	Cost of Replacement
LOST or THEFT (without Police Report)	$150	Cost of Replacement
Failure to Return Laptop and/or Power Cord	Cost of Replacement	Cost of Replacement

The full cost of a laptop replacement is $350. Replacement costs for a missing power cord is $25. *Because we cannot repair the power adapter, students must always cover the cost of damage or loss of the power supply/cord.*

Laptops not returned (including those reported as 'LOST' or 'THEFT') will be ***remotely disabled and locked from being used.***

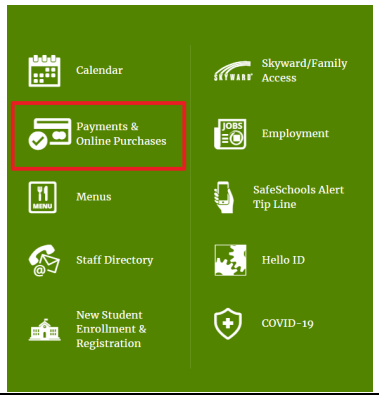
THEFT: If a laptop is reported stolen, the Snohomish School District requires a copy of a filed police report be submitted to the school. Fraudulent reporting of theft will be turned over to the police for investigation. A student making a false report will also be subject to school disciplinary action.

LOSS or THEFT (without a police report), or Failure to Return the laptop to the SSD: Students who withdraw or leave the Snohomish School District, or those that do not return the issued devices at the end of the school year, will be responsible for the replacement costs of $350 for the laptop and $25 for missing power cord. Unreturned laptops may be treated as lost or stolen, and the Snohomish School District reserves the right to report the unreturned devices to police, as such.

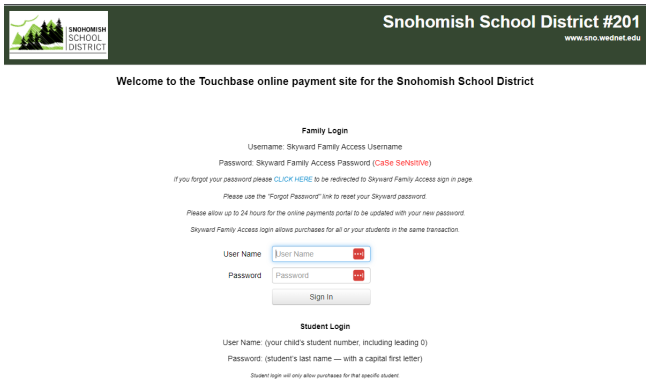
Revised August 22, 2022

How to pay for the protection plan online

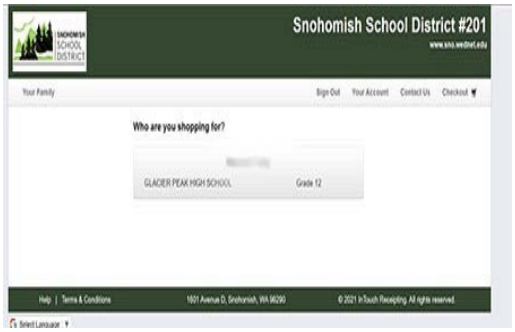
From the district (or school) website, choose "Payments & Online Purchases"



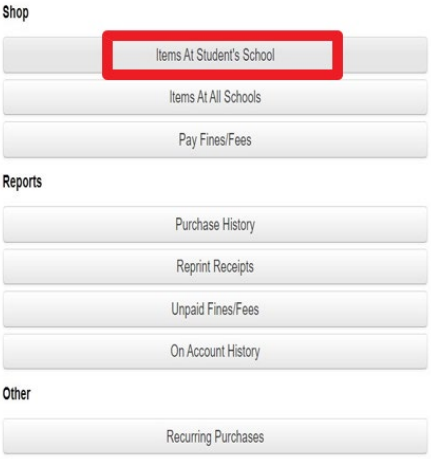
Follow instructions to login



Choose Student's school

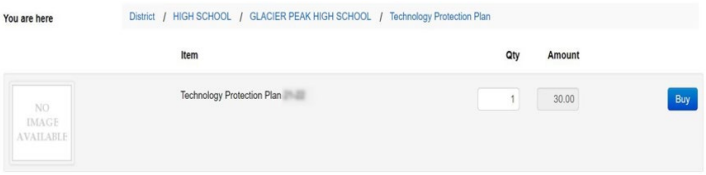


Choose **Items at Student's School**



Choose **Technology Protection Plan**

Choose **Buy**



Choose **Checkout**

INSTRUCTION

Electronic Resources and Internet Safety

The Board of Directors recognizes that an effective public education system develops students who are globally aware, civically engaged, and capable of managing their lives and careers. The Board also believes that students need to be proficient and safe users of information, media, and technology to succeed in a digital world. A successful public education system develops students who are well prepared.

The District will develop and use electronic curriculum resources and communication resources (such as Email) as a powerful and compelling means for students to learn core subjects and applied skills in relevant and rigorous ways, and for staff to educate them in such areas of need. It is the District's goal to provide students with rich and ample opportunities to use technology for important purposes in schools just as individuals in workplaces and other real-life settings use these tools. The District's technology will enable educators and students to communicate, learn, share, collaborate and create; to think and solve problems; to manage their work; and to take ownership of their lives.

Internet Safety

To help ensure student safety and citizenship with electronic resources, students will be educated about appropriate online behavior, including interacting with other individuals, on social networking platforms, other websites, and cyberbullying awareness and response. Additionally, the District maintains software systems that filters internet content accessible through the District network.

To promote Internet safety and appropriate online behavior of students and staff as they use electronic resources and access material from the Internet, the Superintendent or designee is authorized to develop or adopt Internet safety procedures, acceptable use guidelines, and, for students, related instructional materials for every grade level. In developing such procedures, guidelines, and instructional materials the District should take into account District electronic resources, community norms, privacy rights, responsible use, and issues of concern with student or staff use of electronic resources.

As a component of District Internet safety measures, all electronic resources, including computer networks, in all District facilities capable of accessing the Internet will use filtering software to prevent access to obscene, racist, hateful or violent material. However, given the ever-changing nature of the Internet, the District cannot guarantee that a student will never be able to access objectionable material.

Further, when students use the Internet from school facilities for educational purposes, District staff will make a reasonable effort to supervise student access and use of the internet. If

material is accessed that violates District policies, procedures or student guidelines for electronic resources or acceptable use, District staff may instruct the person to cease using that material and/or implement sanctions consistent with District policies, procedures, guidelines, or student codes of conduct.

Cross References:	Policy No. 2025	Copyright Compliance
	Policy No. 2020	Course Design, Selection & Adoption of Instructional Materials
	Policy No. 3207	Prohibition of Harassment, Intimidation and Bullying
	Policy No. 3231	Student Records
	Policy No. 3241	Student Discipline
	Policy No. 4040	Public Access to District Records
	Policy No. 4400	Election Activities
	Policy No. 5281	Disciplinary Action and Discharge

Legal References:
18 USC 2510-2522 Electronic Communications Privacy Act
Pub. L. No. 110-385 Protecting Children in the 21st Century Act
Chapter 28A.650.RCW – Education technology
RCW 28A.150.210 – Basic Education – Goals of school districts
RCW 28A.655.075 – Essential academic learning requirements and grade level expectations for educational technology and technology fluency

Priority: Priority

Adoption Date: October 25, 1995
Revision Dates: September 12, 2001
February 13, 2013
May 25, 2016
August 22, 2018

Instruction

Electronic Resources and Internet Safety Procedures

Acceptable Use Guidelines/Internet Safety Requirements

These procedures are written to support the Electronic Resource and Internet Safety Policy of the district and are to promote positive and effective digital citizenship among students and staff. Digital citizenship includes the norms of appropriate, responsible, and healthy behavior related to current technology use, including digital and media literacy, ethics, etiquette, and security. The term also includes the ability to access, analyze, evaluate, develop, produce, and interpret media, as well as internet safety and cyberbullying prevention and response. Successful technologically-fluent digital citizens recognize and value the rights, responsibilities, and opportunities of living, learning, and working in an interconnected digital world. They cultivate and manage their digital identity and reputation and are aware of the permanence of their actions in the digital world. Expectations for student and staff behavior online are no different from face-to-face interactions.

Use of Personal Electronic Devices

In accordance with all district policies and procedures, students and staff may use personal electronic devices (e.g. laptops, mobile devices and e-readers) to further the educational and research mission of the district. School staff will retain the final authority in deciding when and how students may use personal electronic devices on school grounds and during the school day. Personal devices used for school activities (on or off school premises) are subject to the same procedures as district provided services.

Network

The district network includes wired and wireless devices and peripheral equipment, files and storage, e-mail and Internet content (such as blogs, websites, collaboration software, social networking sites, wikis, etc.). This also applies to district provided devices (such as laptops, tablets, and hot spots) for student's use outside of the school premises.

All use of the network, and its components, must support education and research and be consistent with the mission of the district.

General Requirements

1. Use of the district network has been established for specific and directed educational purposes and school-related business and operations. The term "educational purpose" includes classroom activities, career development, and research.

2. The district restricts the use of district network resources to authorized users, and equipment. The district network has not been established as a public forum. The district

has the right to place reasonable restrictions on the material accessed or posted through the district network.

a. District resources are provided "as is" for personal devices.

b. The district does not warrant personal devices that use district resources from damage, or loss of data, introduction of malicious software, or corruption of software.

3. Users of the district network must first agree to the appropriate Acceptable Use Agreement. The user's acceptance of the electronic version of the Agreement signifies the user's acknowledgement and agreement to abide by the Acceptable Use Agreement. Users may be required to agree to the respective Acceptable Use Agreement more than once each year. A hard copy of the Acceptable Use Agreement is located in the student handbook and is available at the school or on the district website in Policy and Procedure Section 2022.

4. Individuals with district network user accounts are responsible for all activity conducted on or through the district network via their user account. Each district network user account is to be used only by the authorized holder of the account for the authorized purpose(s). The district will provide ways for users to maintain required privacy of information, such as through screen locking or similar processes.

5. The district reserves the right to prioritize use of, and access to the system. The district may limit or exclude users' ability to access parts or functions of the district network and other resources that can be accessed through the district network.

6. Any use of the district network must comply with state and federal law and other district policies, procedures, and guidelines regarding computer and internet use.

Unacceptable Use

Doing or assisting any of the following activities via the district network is prohibited:

1. Engaging in any activity that violates local, state, and/or federal laws.

2. Interfering with or disrupting other district network users, services or equipment. This includes distribution of unsolicited advertising, propagation of malicious code and viruses, denial of service types of attacks, and/or using the district network to attempt or make unauthorized entry into any other resource accessible via the district network.

3. Making unauthorized copies of or changes to files or other data not their own.

4. Using the district network to access confidential student, employee, or other information that the user is not specifically authorized to access.

5. Vandalizing, altering, dismantling, disfiguring, preventing rightful access to or otherwise interfering with the integrity of the district network or any computer-based information and/or information resources accessible via the district network. In this context, "vandalism" means to harm, materially inhibit, or destroy any such items, or to attempt to do any of those things.

6. Using the district network in a manner that violates the district's prohibition against harassment, intimidation, and bullying in Policy 3207 and Procedure 3207P.

7. Using the district network for personal or private gain, personal business, commercial solicitation, or personal compensation of any kind.

8. Supporting or opposing political candidates, ballot measures, or any other political activity.

9. Using the district network to access, upload, post, store, transmit, publish, or display harassing, intimidating, bullying, defamatory, libelous, scandalous, intentionally inaccurate, discriminatory, abusive, profane, sexually oriented, or threatening content of any form, including materials, language, photographs, videos, or messages, either public or private.

10. Downloading, installing or using unlicensed or unauthorized software, files, or other applications on the District network or devices or on personal devices while connected to the district network.

11. Engaging in plagiarism or violation of copyright laws or other intellectual property rights.

District Rights

The Snohomish School District reserves the right to:

1. Monitor and manage all activity on the district network.

2. Notify parents of their students' activity on the district network, subject to any restrictions of applicable law.

3. Determine acceptable use standards for the district network and enforce disciplinary consequences for any breach of Procedure 2022P. Disciplinary action, if any, for students, staff, and other users will be consistent with the district's policies, procedures, and standard practices. Consequences may include revocation of access privileges, suspension of access to the district network, computers, or other devices, other school disciplinary action, and/or appropriate legal action. Specific disciplinary measures will be determined on a case- by-case basis.

4. Prohibit or prevent unauthorized devices from accessing the district network.

No Expectation of Privacy

The district reserves the right to monitor, inspect, copy, review, and store, without prior notice, information about the content of usage of:

A. The district network, including when accessed on personal electronic devices and on devices provided by the district, including laptops, netbooks, and tablets;
B. User files and disk space utilization;
C. Applications and bandwidth utilization;
D. User document files, folders, and electronic communications;
E. Email;
F. Internet access; and
G. Any and all information transmitted or received in connection with network and email.

No student or staff user should have any expectation of privacy when using the district's network. The district reserves the right to disclose any electronic messages to law enforcement officials or third parties as appropriate. All documents or records are subject to the public records disclosure laws of the State of Washington.

District Limitation of Liability

The district makes no warranties of any kind, either express or implied, that the functions or the services provided by or through the district network will be error-free or without defect. The district will not be responsible for any damage users may suffer, including theft or loss of data or interruptions of service. The district is not responsible for the accuracy or quality of the information obtained through or stored on the district network. The district will not be responsible for financial obligations arising from unauthorized use of the district network. The district will not be responsible for any damage to personal computing devices that intentionally or unintentionally access the District network.

District Network Code of Conduct

Individuals who use the district network or resources must abide by the following Code of Conduct:

1. I will protect my logon and personal information from others. I will never give out personal information via the district network, such as my home addresses/phone numbers, credit card number, Social Security number or drivers' license number.

2. I will respect the privacy of other users. I will not use others' passwords.

3. I will always use the internet responsibly. I will not use the district network to access pornographic or otherwise inappropriate material. I will immediately inform my teachers,

parents or a district administrator if I encounter any information that is inappropriate, discriminatory, harassing, hateful or obscene.

4. Unless I have specific permission from the district, I will make sure that anything I publish using the district network is done in my name only, and not on behalf of the district. If I upload content using the district network, I will make sure that I have the authority to make it available to others.

5. I will follow appropriate online behavior, including interacting with other individuals on shared documents, social networking websites, and in chat rooms,

    a. I will not access, send, or post inappropriate, hateful, discriminatory, harassing, or obscene messages.

    b. I will not develop or distribute programs or messages that harass other users or infiltrate a computer. I will not "hack" the district network (e.g., by introducing or transmitting viruses, worms, "chain letters," global mailings, etc.).

    c. I will not modify or copy files/data of other users without their consent.

    d. I will not click on links embedded in e-mails from unknown senders, or even in emails that appear to be from someone I know but that are unusual or suspicious to me.

6. I will obey copyright and other intellectual property laws. I will not bind the district to any license or other contract, including any click-to-agree license or other agreement, unless I have express authority from the district to do so.

7. I will follow any district instructions regarding maintenance or care of the district network. I will not delete or add peripheral equipment to the district network without permission. I will not destroy, modify or abuse the district network hardware or software in any way. This includes:

    a. Installing or running any program I am not authorized to access.

    b. Reconfiguring system or software settings unless instructed to by district technology staff.

8. I will not use the district network for commercial or political purposes.

9. I understand that the district may restrict or remove my user account if it is determined that I have engaged in unauthorized activity or am violating any part of Procedure 2022P, including this Code of Conduct.

Adoption Date: October 25, 1995

Revision Dates: March 25, 1998
September 12, 2001
August 12, 2009
August 28, 2011
January 28, 2015
May 25, 2016
August 22, 2018
August 31, 2020