



DELSEA REGIONAL HIGH SCHOOL DISTRICT

P.O. Box 405 • 242 Fries Mill Road • Franklinville, NJ 08322 • (856) 694-0100 • www.delsearegional.us

Fran Ciociola, Superintendent • Dr. Anthony Fitzpatrick, Assistant Superintendent • Joseph Collins, Business Administrator
Mary Beth Warfield, Director of Special Services/CST • Michele DePasquale, HS Principal • John Bertolino, MS Principal

Delsea Regional School District Acceptable Use Procedures (AUP)

The Delsea Regional School District encourages students to use a variety of technologies to enhance their learning. To ensure the privacy and safety of our students, and to protect data and your resources, we ask parents and students to become familiar with policy and regulations that have been established for technology use in the district. The district's technology policies are available on the district website under the Board of Education tab. Policies #2361, 2363, and 7523 can be found by clicking on Board Policies link. The districts are required to oblige to certain laws that apply to the use of technology in schools. Below is the information on these laws and the software's compliance.

Google Workspace for Education Student Accounts:

At Delsea Regional HS District, we use Google Workspace for Education, and we are seeking your permission to provide and manage a Google Workspace for Education account for your child. Google Workspace for Education is a set of education productivity tools from Google including Gmail, Calendar, Docs, Classroom, and more used by tens of millions of students and teachers around the world. At Delsea Regional HS District, students will use their Google Workspace for Education accounts to complete assignments, communicate with their teachers, sign into their chromebooks, and learn 21st century skills.

The notice below provides answers to common questions about what Google can and can't do with your child's personal information, including:

- What personal information does Google collect?
- How does Google use this information?
- Will Google disclose my child's personal information?
- Does Google use student personal information for users in K-12 schools to target advertising?
- Can my child share information with others using the Google Workspace for Education account?

[Google Workspace for Education Notice to Parents and Families](#)

Please read it carefully, let us know of any questions, and then sign Student Responsible Use Agreement to indicate that you've read the notice and give your consent. If you don't provide your consent, we will not create a Google Workspace for Education account for your child. Students who cannot use Google services may need to use other software or non-technology methods to complete assignments or collaborate with peers.

[CIPA \(https://www.fcc.gov/consumers/guides/childrens-internet-protection-act\)](https://www.fcc.gov/consumers/guides/childrens-internet-protection-act)

CIPA requires that measures must be in place to block or filter Internet access to pictures that are obscene, of child pornography, or harmful to minors (for computers that are accessed by minors). Schools subject to CIPA have two additional certification requirements: 1) their Internet safety policies must include monitoring the online activities of minors; and 2) as required by the Protecting Children in the 21st Century Act, they must provide for educating minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response.

[FERPA \(http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html\)](http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html)

FERPA is a federal law that protects the privacy of student education records. Generally, under FERPA, school districts must obtain parental or student consent prior to disclosure of student records. However, schools may disclose directory information without prior consent, except that parents may request the school not disclose this information.



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COPPA (<https://www.ftc.gov/tips-advice/business-center/guidance/complying-coppa-frequently-asked-questions>)

The primary goal of COPPA is to place parents in control over what information is collected from their young children online. The Rule was designed to protect children under age 13 while accounting for the dynamic nature of the Internet. The Rule applies to operators of commercial websites and online services (including mobile apps) directed to children under 13 that collect, use, or disclose personal information from children, and operators of general audience websites or online services with actual knowledge that they are collecting, using, or disclosing personal information from children under 13.

Artificial Intelligence (AI) (<https://policies.google.com/terms/generative-ai/use-policy>)

Delsea Regional School District recognizes that artificial intelligence tools have become more common in education. Our district aims to leverage use for a more enhanced learning experience. We also recognize the need for responsible and safe use of AI tools. Artificial Intelligence may not be used without the proper approval of the teacher. Certain platforms may use Artificial Intelligence to enhance education and web experiences. It's important to recognize how this can affect digital usage. Responsible AI Practices - [Responsible AI Practices & Parent/Guardian Support Page](#)

Clever

<https://www.clever.com/trust/privacy>

G Suite for Education Security and Privacy Information

https://edu.google.com/why-google/privacy-security/?modal_active=none

GoGuardian and Securly Privacy Information

<https://www.goguardian.com/privacy-information.html> & <https://www.securly.com/privacy>

Students are expected to:

1. Respect and protect their own privacy and the privacy of others.
 - a. Use only assigned accounts.
 - b. Keep personal information such as: name, address, phone number, etc., private and offline.
 - c. Keep passwords secret.
 - d. Have permission to photograph or videotape other individuals and to subsequently post these images or videos to the internet.
 - e. Use Delsea accounts, services, and devices only to communicate with teachers, administration, and fellow classmates.
 - f. Do not enter sensitive information into artificial intelligence tools
2. Respect and protect the integrity, availability, and security of all electronic resources.
 - a. Observe all network security practices.
 - b. Conserve, protect, and share these resources with other students and Internet users.
 - c. The Delsea Regional School District is not responsible for damages, loss, theft, or any cost incurred to personal digital technologies or electronic communication devices.
 - d. Treat digital technologies with care, report any damages, security risks or violations to a teacher or administrator.
3. Respect and protect the copyrighted/intellectual property of others.
 - a. Cite all sources appropriately.
 - b. Follow all copyright laws.
 - c. Use electronic communication devices appropriately to assure academic integrity.
 - d. Do not utilize artificial intelligence tools without the explicit permission of your teacher.
4. Respect and practice the principles of community.



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- a. Communicate only in ways that are kind, responsible, respectful, and lawful.
- b. Use electronic communication devices for schoolwork only.
- c. Delsea email should only be used for school-related email and projects.
- d. Report threatening or offensive materials to a teacher or administrator.

The Chromebooks have a webcam and limited tracking capabilities. The Delsea Regional School District will never use these capabilities nor access to store information in a manner that would violate the privacy rights of the student or any individual residing with the student. **Students are reminded that these devices are owned by the district and any information or programs downloaded may be subject to remote access and subsequent school discipline. The student understands that all files, correspondences, and web activity are subject to audit via GoGuardian, Securly, and Google services.**

Terms and Conditions of the Computing Device Agreement: Chromebooks

- An accidental claim is any physical damage to the device that was not blatantly intentional. The warranty will cover one (1) accidental claim per year for the 3- year life of the device, as well as one (1) additional “accidental” claim over the 3-year life of the device. Any accidental damage past this will be the responsibility of the student, parent, or guardian. The list of fees is attached on the following page.
- Any manufacturer defects or hardware failures will be covered for the 3-year life of the device.
- Any intentional damage caused to the device will incur a fee equal to the cost of the parts or the cost to replace the device, whichever is less. Intentional damage includes, but is not limited to, keys removed from keyboard, rubber borders removed from device, screws intentionally removed, and any burns, cuts, gouges, etc.
- If a device is intentionally damaged and the damage sustained is proven to be caused by an individual that is not the assigned user, the individual(s) responsible for the damage will be charged any fees incurred by said damage.
- Damage sustained to the device outside of its supplied protective case may be considered intentional.
- If there is evidence of the device being opened or taken apart by any individual other than the certified staff of Delsea Tech Support or Dell, any damage to the device will be considered intentional and charged accordingly.
- Whether the device is being used at home or in school, it is imperative that the device the student is issued be maintained and handled in a responsible way.
- If the device is lost the student will be responsible for the full cost of replacement for the device.
- If the device is stolen the student will be responsible for the full cost of replacement. A reduced fee will be incurred if a police report is filed and presented to the district.
- If a power cord, case, or other accessory is lost or stolen the student will be responsible for the full cost of replacement. A list of fees for missing or damaged parts can be found below.
- Delsea Regional School District is not responsible for any damage or harm that may be caused by this device. The student, parent, and guardian acknowledge that if not treated properly the device and/or accessories, such as charging cords, may experience malfunctions that in extreme cases could cause (but not limited to) burns, cuts, and electrical issues.
- At the conclusion of the device life cycle (3-years), the student is expected to return all components to the school district, including Chromebook, charger, and case. Failure to do so will incur a replacement fee.
- If a student transfers out of the Delsea Regional School District the student is expected to return all components to the school district, including Chromebook, charger, and case. Failure to do so will incur a replacement fee.
- The student, parent, and/or guardian understands that Delsea Regional School District is not responsible for items left in the case when returned to the district.
- When the device assigned to a graduating student reaches end of life, Delsea Regional School District reserves the right to do one of two (2) things: 1) allow the student to keep the device, if they wish, for a fee that will be set at a later date; if the student does not wish to pay the additional fee to keep the device they may return it to the district. 2) we collect the device **without** the option to pay an additional fee and keep the device.



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District Computers & Other Related Technology Items

- Students must follow the same rules outlined with proper chromebook procedures. Students are to utilize district technology responsibility and respectfully.
- Any instances of theft or damage to district property will result in disciplinary action and/or fines. This also includes peripherals that are designated for a computer workstation.
- Any attempts to exploit vulnerabilities or attempts to gain unauthorized elevated access to district resources could result in disciplinary action or contact with law enforcement.
- Students are to report any security breaches, misuse of devices or any other violations to a teacher or administrator.
- District computers are also monitored and filtered just as chromebooks are to comply with student filtering regulations and policies.
- District computers are to be used for school related purposes only.

Warranty Information / Fee Sheet:

Item	Covered by Warranty	Cost		
Chromebook Defective/Defective parts	Yes	\$0.00		
Accidental Damage to Chromebook	Once per year (1 additional claim will be covered by the warranty fee)			
Intentional Destruction of Chromebook	No	Item	Cost if Covered	Cost if not covered
		Screen	\$0.00	\$160
		Palm rest/Mousepad	\$0.00	\$65
		Keyboard	\$0.00	\$17
		Bottom Cover	\$0.00	\$65
		Battery	\$0.00	\$30
		Motherboard	\$0.00	\$270
		Complete Device	\$0.00	\$360.00
Carrying Case Lost/Damaged	No	\$30		
Chromebook Charger Lost/Damaged	No	\$40		
Chromebook Lost/Stolen without Police Report	No	\$360.00		
Chromebook Stolen with Police Report	No	\$150.00		
Chromebook Not Returned (EOL or Transfer out)	No	\$360.00		