

District/Building Technology Plan

Round Lake - Brewster

Cooperating School Districts #516 and #513

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<http://www.rlb.mntm.org/vimages/shared/vnews/stories/49c2d97533755/Round%20Lake%20-%20Brewster%202013-2015%20Tech%20Plan.pdf>

1. ORGANIZATION

- I. **Organizational Leadership:** The Technology Coordinator will serve as the technology contact person in the Round Lake High School. Karen Obermoller, Technology Aid, or the technology coordinator will serve as the technology contact people in the Brewster Elementary School. Issues will be forwarded to the building principal and district superintendent as necessary. These individuals provide leadership and guidance for the staff at each building.
- II. **Demographics:** The Round Lake High School has approximately 94 students enrolled in grades 7-12. The Brewster Elementary School has approximately 184 students enrolled in preschool through grade six. The Brewster School District and the Round Lake School District are in a pairing agreement with each other operating in southwestern Minnesota.
- III. **Partnerships:** Because RL-B does not have an in-district Adult Basic Education or GED program, adults who require these services receive them through the Worthington School District. The Nobles County Bookmobile serves the community through a drop-off at businesses in Round Lake and Brewster. Community Education Technology classes are held using school facilities.

1. TECHNOLOGY PLANNING COMMITTEE

- I. **Technology Planning Steering Committee:** Shall be made up of parents, students, faculty, administration, community, and school board members. Meetings will be held twice per year or more as needed. The mission of the committee is to:

- Assist in developing and maintaining the district and building technology plans.
 - Evaluate the use of technology in the district and suggest improvement.
 - Oversee the use of technology at the district and building level.
- II. **Needs Assessment:** The use of technology is a significant part of the educational process at RL-B. As an educational tool, technology will continue to provide an efficient means of teaching, evaluating, and motivating students to improve student achievement. Establishing the necessary technology to meet the needs of the students will be an ongoing process.
- Assessing RL-B Schools' technology needs will be organized and processed by the Technology Planning Committee. Surveys and formal assessments will be the primary tool used for gathering data from the stakeholders. This data will be compiled on a yearly basis to evaluate how successfully technology is impacting RL-B Schools and to help establish new goals and direction in the future.
- III. **Technology Assessment:** Technology is assessed each summer and new technologies are looked at for integration to the districts.

2. VISION, GOALS, OBJECTIVES, AND STRATEGIES FOR TECHNOLOGY

We believe that technology is a valuable tool in education, and should be driven by the curriculum to provide effective instructional opportunities for our patrons. Students, staff, and families will access uniform information, analyze data, and communicate through a dynamic technological system that will help RL-B advance student achievement and improve staff productivity. Students and faculty in our school system will:

- Have an understanding and comfort level in the use of technology not only while in school, but also at home or in the workplace upon graduation
- Use technology to access information from outside the school and community
- Be able to make responsible decisions regarding the use of technology
- Be able to submit wish lists in the way of equipment purchased to the Technology Department in order to further their skills and development

Parents/families in our school system will:

- Have access to student information (i.e. performance, grades, homework assignments, attendance, behavior, etc.) to increase their role in their student's academic achievement
- Be able to use technology to communicate with instructors and staff, and to obtain School news and information

We believe that the purpose and function of the Technology Department is to make sure that every student and teacher is able to accomplish these goals, while watching for additional opportunities to teach and further our progress in the use of technology. Some of the broader technology goals we have identified are;

1. Technology Integration with Curriculum and Instruction

- Improve staff access and training
- Utilize technology for online assessments of students
- Use technology for more project based learning for all students
- Integrate information and communication technologies into current teaching strategies
- Continue offering online opportunities for course curriculum
- Provide technology standards, assessments, professional development, and assistance for teachers
 - Increase use of technology based curriculum and instruction
 - Increase awareness and training of staff
 - Increase use of technology and training to provide students with individualized instruction
 - Use student portals to access homework, assignments, and other school related activities
 - Provide staff development for integration
 - Incorporate the Internet and use of digital resources into all aspects of learning
 - Explore integration of streaming media content to supplement learning
 - Explore new course offerings through local, online, or distance learning for students
 - Keep offering training on Smart products

2. Technology Access

- Increase equipment access for teachers and students
- Increase funding for the use of technology in school, including hardware, software, training, and upkeep
- Provide training, time, and shared access within the schools for staff collaboration and training
 - Increase training for online resources that are available
 - Collaborate with other schools to acquire access to additional online resources to include multi-media and other supplemental learning materials

3. Technology for Administration

- Support of Student Information System
- Appropriate and adequate support for hardware and software systems
- Appropriate and adequate funding for training and implementation of technology
- Research potential benefits of data warehousing
- Evaluate current disaster recovery policies
 - Improve access to school data
 - Improve ability to manipulate and analyze school data
 - Update software and hardware as needed, and as determined by existing replacement policies
 - Continue process of standardizing computer images for all school computers

- Provide additional opportunities for professional development and training to aid in the implementation and integration of new technologies.

4. Professional Development

- Research and implement technology standards for staff
- Provide ongoing training for technology support and technology integration in classrooms
- Provide staff training to use technology and to use data to guide instruction and achieve standards
- Research and implement online technology training opportunities for staff
 - Identify technology training requirements for staff to achieve technology standards
 - Provide adequate training to achieve proficiency and integration in the classroom with Smart products
 - Work at providing increased training that covers advanced features of applications used

5. Assessment

- Utilize technology to participate in On-line Testing and assessment of student achievement
- Utilize technology to promote learning of 21st Century Skills
 - Continue use of NWEA testing
 - Continue use of State Online Testing and update as needed
 - Plan for new testing applications using tablets
 - Continue use of Renaissance Learning Software
 - Identify other assessment tools that will assist in policy making decisions

6. Distance Learning/Online Learning/Lifelong Learning

- Utilize available technology to offer alternative course offerings as needed
- Make courses available through distance learning to other districts
- Utilize technology to improve the multi-media experience
 - Continue offering distance learning classes via ITV
 - Continue providing adequate technology for online learning programs
 - Work collaboratively with other districts to identify available curriculum
 - Enhance the ability to integrate multi-media presentations

7. Technology as a tool for parental involvement and communications

- Through the use of technology parents have access to student information (performance, grades, homework assignments, attendance, behavior, etc.)
- Further implementation of district communication and news through the use of technology
 - Increase awareness and training of staff and parents
 - Increase effective use of e-mail and web surveys
 - Increase use of school web site to provide current and active content
 - Promote use of Parent Online Access

3. POLICIES AND PROCEDURES

1. Equitable Access for Students with Exceptional Needs

Arrangements are made as deemed necessary by the teacher in conjunction with the technology coordinator, principal, or superintendent of schools. School Policy 521 addresses Student Disability Nondiscrimination. This policy protects disabled students from discrimination on the basis of disability and identifies and evaluates learners who need special services, accommodations, or programs in order to receive a free appropriate public education.

2. Data Privacy, Data Security, and Acceptable Use

A copy of our Guidelines for Student Use of the Network, Acceptable Use Policy, and permission slips is attached (see Appendix A). These are included in the Student Handbook and are available on the School's web site at <http://www.rlb.mntm.org>.

Data Privacy and Data Security are addressed at multiple levels.

Regionally, the wide area network is protected at both Internet POP locations (Marshall and Windom) by redundant Cisco ASA-5520 security appliances that are administered by SW/WC Service Cooperative. Additionally, Round Lake High School and Brewster Elementary are individually protected by Cisco ASA-5505 security appliances also administered by SW/WC Service Cooperative. A VPN tunnel is established between the two ASA-5505's for inter-school access to network resources.

Data Privacy is addressed through the use of domain logins, user passwords, and access permissions to either limit or grant access to data by means of Active Directory and Group Policies.

Network servers and workstations have Norton Antivirus Corporate Edition installed for protection against virus infections. Updates are downloaded from Symantec to the server and as users log in, the workstations automatically download any new virus definitions. Symantec also provides a local firewall on the workstations for additional security. Servers and Workstations are frequently updated as part of Microsoft's dedication to security updates and vulnerability fixes.

A Disaster Recovery method is currently in place that address backup of critical data as well as backup of user home folders on a daily basis. We are using the Wide Area Network to facilitate off-site backups that can be completed nightly when network utilization is low. Policies and procedures for Disaster Recovery tasks will continue to be developed.

Internet Safety and CIPA Compliance – All students and their respectful guardians, are required to read the school's Acceptable Use Policy. Each student must sign a Student Agreement form along with their respectful guardian's consent before they will be given access to the School's network resources and Internet access. These forms are kept on file.

CIPA compliance is achieved through the use of filtering appliances located at the Internet POP's at Marshall and Windom.

4. TECHNOLOGY INFRASTRUCTURE, MANAGEMENT, AND SUPPORT

1. Telecommunications Capacity

RL-B Cooperated School Districts are members of the Southwest Telecommunications Cluster. The Wide Area Network constructed and maintained by Trillion Partners in 2006, consists of a microwave network with multiple 100 Megabit rings served by two Internet POP's with an aggregate Internet bandwidth capacity of 50 Megabit / second. Internet access and Distance Learning are transmitted concurrently over the same network.

Bandwidth utilization will be monitored both regionally and at each individual school. Should demand begin to exceed capacity, steps will be taken to increase capacity by purchasing additional bandwidth at the Internet POP's and/or upgrading of microwave radios.

Brewster has 3 phone lines and 2 cell phones that are used to enable communication between staff, administration and parents that aid with making the education of students better and safer.

2. Equipment Access for Instruction

Round Lake High School

- 1 computer for every 2 students
- 1 computer for every 1 teacher

Brewster Elementary

- 1 computer for every 4.6 students
- 1 computer for every 1 teacher

No significant change is expected at this time.

The majority of computers accessible for students are located in labs. Round Lake High School has one lab with 24 computers as well as 12 computers available in the library. Also there are student use computers in 3 classrooms. Brewster Elementary has one lab with 29 computers and 6 in the library.

The average age of computer equipment used for instruction is two years.

The timeline for computer equipment replacement cycle is every four years. This is a commitment that is difficult to achieve.

One staff member is available at Brewster Elementary to assist in the management of Brewster's network. Additionally, technology services are contracted with Southwest/West Central Service Cooperative for support of Round Lake High school's network.

The technology support staff is sufficient to manage the technology infrastructure that is in place, however, it is difficult to implement new technologies or network improvements.

Training opportunities are made available to the region by Southwest/West Central Service Cooperative and technology support staff is encouraged to take part. These training sessions vary by need.

Technology integration into the curriculum has been a challenge but will continue to be a focus. Develop a process to get more technology in the hands of staff and students in 2013-2015.

Summary Data for Computer Workstations (2012-2013)

Total number of computers: 142

Round Lake High School: 80 Instructional/Student – 4 Administrative

Brewster Elementary: 65 Instructional/Student - 5 Administrative

Educational Development and Training

Training for faculty and staff will be available during summer months as well as the traditional school year. Small group and one-on-one sessions will be emphasized; large group sessions will be held when necessary.

Ongoing staff development funding will continue to play an important part in technology skill development for faculty and staff at RL-B. Summer and after-hour training sessions provide important background skills for teachers and staff to become more effective in their areas of responsibility.

The teachers-teaching-teachers model will be utilized when appropriate. Those wishing training on a specific task will briefly write down what skills and knowledge is desired. The technology coordinator or other designated person shall meet with two or three faculty members, covering the material as needed. Next, one or more of the newly trained faculty members will replicate this training to one or more teachers or staff wishing to be trained in that skill. This sequentially oriented method will also be funded with staff development funds.

Because RLB does not have an in-district Adult Basic Education or GED program, adults who require these services receive them through the Worthington School District. The Nobles County Bookmobile serves the community through a drop-off at businesses in Round Lake and Brewster. Community Education Technology classes are held using school facilities.

Budget Development and Planning for Funding

	2012-2013	2013-2014	2014-2015
Round Lake	\$15,000	\$15,300	\$15,606

Brewster \$15,000 \$15,300 \$15,606

Additional funding will be sought through e-rate, grant opportunities, compensatory education funds, and fund-raisers.

Action Plan

Round Lake

2012-2013

- Upgrade Software
- Upgrade Network Wiring
- Provide training to faculty, staff, and community
- Upgrade computers in library

2013-2014

- Upgrade software
- Replace Server4 (PE 1900)
- Replace Lab computers in RM206
- Upgrade Renaissance Place software
- Utilize Moodle to enhance curriculum
- Provide training to faculty, staff, and community

2014-2015

- Upgrade teacher computers
- Upgrade software
- Replace printers
- Implement wireless in key locations in building
- Replace network switches

Brewster

2012-2013

- Replace Lab computers
- Purchase tablets for student use
- Upgrade software
- Replace admin computers in office
- Upgrade library software
- Provide training to faculty and staff

2013-2014

- Upgrade software
- Replace Server5 (PE T610)
- Review phone services and change as needed
- Purchase additional tablets for student use
- Add additional wireless coverage

2014-2015

- Replace printers
- Replace teacher computers
- Upgrade software
- Replace network switches
- Purchase additional tablets for student use

APPENDIX A:

RL-B ACCEPTABLE USE POLICY

Many students in the RL-B School District have, or soon will have, access to the Internet and Electronic Mail (E-mail). The Internet, a global electronic information structure, is a network of networks used by educators, businesses, the government, the military, and organizations. In schools and libraries, the Internet can be used to educate, to inform, and to entertain. As a learning resource, the Internet is similar to books, magazines, video, CD-ROM, and other information sources.

Students at RL-B can use the Internet and E-mail to participate in distance learning activities, to ask questions of and consult with experts, to communicate with other students and individuals, and to locate material to meet their educational and personal information needs. All educators have a professional responsibility to work together to help students develop the skills needed to discriminate among information sources, to identify information appropriate to their age and developmental levels, and to evaluate and use information to meet their educational goals.

Making Internet and E-mail access available to students carries with it the potential that some students might encounter information that some have identified as controversial and of potential harm to students. Because information on the Internet appears, disappears, and changes, it is not possible to predict or control what students may locate. While it is possible to select some resources which will be more easily available to students, school officials cannot promise to control the Internet or E-mail environment for students. RL-B educators will take an active role in ensuring that students and their parents or guardians are aware of the individual student's responsibility to use Internet and E-mail

resources in an ethical and educational manner. Our focus is less in controlling the environment, but more in providing individual users with the understanding and skills needed to use the Internet and E-mail in ways appropriate to their individual educational needs. Concerns about Internet and E-mail information will be handled the same ways that concerns about other educational resources are now handled, and policies now dealing with other educational resources all pertain to Internet and E-mail resources.

The RL-B School District has guidelines for student use of Internet and E-mail accounts. These guidelines are included in the RL-B Student Handbook. To protect the due process rights of students, these guidelines define appropriate educational and ethical uses of the Internet, identify individual student responsibilities, and outline procedures for enforcing behavior on the Internet and handling violations. Students, staff, and parents are advised that some systems may contain inappropriate material. School administrators and staff do not condone the use of such materials and do not permit usage of such materials in the school environment. Students who knowingly bring such materials into the school environment, regardless of format, will be dealt with according to the discipline policies of the individual school building. The building administrators, at their sole discretion, reserve the right to terminate immediately the account of any student who misuses the account.

The use of Internet and E-mail is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. Students will be taught appropriate use of E-mail and other general use of the Internet. The system administrators will deem what is inappropriate and their decision is final.

GUIDELINES FOR STUDENT USE OF THE
RL-B LOCAL NETWORK AND INTERNET ACCESS

Educational Access

The purpose of LAN and Internet access is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication. The RL-B network system will not serve as a public forum. Therefore, materials that students access or post are susceptible to restrictions by the Sioux Valley, Round Lake, and Brewster school districts.

Elementary students (grades K-6) have access to the Internet under the direct supervision of their classroom teacher.

All students in grades 7 through 12 have access to the RL-B LAN. They may also obtain Internet access upon successful orientation and written parental consent. Denial of Internet access can be placed on a student by their parent or guardian at any time.

Student Ethical and Moral Conduct

The RL-B network utilizes various methods of monitoring and detection to maintain the integrity of the system. These methods are in no way foolproof. Students must not expect the network to always perform in a logical manner. For example, if the student does not have Internet rights, he or she should not access the Internet even if the network allows. It is the responsibility of the student user to utilize the network in a fashion that is consistent with the RL-B Acceptable Use Policy.

Each student account is secured by means of a user ID and a user password. User passwords are to remain private at all times. It is the student's responsibility to protect their password from being revealed or discovered by any other person. Should a student feel that their password has been discovered, they should contact the network administrator immediately to prevent unauthorized access to the account.

It is possible, in a network environment, to unintentionally access inappropriate material. If this should happen, the user must immediately exit from the site and report the occurrence to the classroom or lab supervisor. If this is done, the student will remain in good standing should any question arise dealing with inappropriate material access. However, if a student accesses multiple inappropriate sites for more than a few seconds, it will be considered a violation of the policy. In summary, the student should back out and exit immediately from any sites that may be considered by the network or building administrator inappropriate as described in this policy. The classroom or lab supervisor should then be notified by the student.

Software packages, called filtering systems, have been designed that restrict access to certain, usually pornographic websites. Some people see filtering systems as the best defense to student access to obscenity and pornography. Others see them as paramount to book banning because they can be over broad in some of the material they filter (such as artwork), yet fail to filter out certain clearly inappropriate material. The law and technology in this area is still developing, but courts are almost certain to uphold the use of filtering systems which reasonably restrict access to lewd, vulgar, and obscene material on the Internet. CIPA compliant content filtering systems are in place at both the Round Lake and Brewster sites.

Network Disclaimer

RL-B will not be responsible for any unauthorized purchases made over the network or any damages suffered as a result of network crashes or problems. Users should back up their individual data on floppy disks to ensure the security of their documents.

E-Mail

As of the 2012-2013 school year, RL-B School District will not provide E-mail addresses to the students. Personal use of E-mail will be restricted during school (8:00 a.m. - 3:00 p.m.) Students will not be allowed to use their E-mail during class time unless their teacher gives them specific permission. Students may access their E-mail during Academic Enhancement. However, each student must yield the computer to another student needing to do school work should a shortage of computers occur. Schoolwork will take precedence over self-discovery. If a student receives inappropriate E-mail in school, it should not be printed or forwarded. That E-mail message should be deleted and the student should send a message to the sender asking them not to send such E-mail in the future because the school district has a policy which strictly prohibits E-mail of that nature, and the district monitors its systems to ensure that the rules are not violated. Students will be expected to abide by the RL-B Acceptable Use Policy.

Administrative Action

The building administrator, with input from the network administrator, will deem what is inappropriate and his/her decision is final. Each case will be made in a fair and non-discriminatory manner.

Violations of the Acceptable Use Policy, or Guidelines for Student Use Policy, will subject the violator to discipline up to and including expulsion from school. Additionally, violations may subject the violator to civil or criminal legal action.

Consequences that cannot effectively be administered due to the upcoming graduation date or other circumstances may be alternatively applied through school suspension as determined by the building administrator. For example, if a senior knowingly violates the policy during the last month of school, the building administrator may, if deemed necessary, choose to suspend the student from school in lieu of the network suspension.

The building administrator, if deemed necessary, may appropriate a lesser consequence or penalty to any violation of this policy if circumstances warrant.

Student Rights

Computer networks, by nature, are not private. The network administrator has access to any and all files on the system. Student files are routinely monitored in order to maintain the integrity of the network. Students with material in their file that is not in-line with the RL-B Acceptable Use Policy run the risk of being discovered during routine maintenance and will be handled according to the policy. A specific, individual search of a student's file will take place if probable cause exists. Parents may, at any time, request to see the contents of their student's file.

RL-B has the right to restrict student speech for educational reasons. The network has been established as a limited forum. Therefore, student speech can be restricted in the interest of education.

Student Use of the Network

Network users are expected to abide by acceptable rules of computer etiquette. These rules include, but are not limited to, the following:

1. BE POLITE: Never send, or encourage others to send, abusive messages.
2. USE APPROPRIATE LANGUAGE: You may be alone with your computer, but what you say and do can be viewed globally. Never swear, use vulgarities, or any other inappropriate language. Illegal activities of any kind are strictly forbidden and are subject to disciplinary action.
3. PRIVACY: There will be no expectation of privacy on the Internet or other computerized information resources at the school. School personnel have the right to monitor computer use and Internet sessions.
4. Do not reveal your home address or telephone number or the addresses or telephone numbers of students or colleagues. Do not reveal other personal information, such as your age, marital status, financial information, or your work address or telephone number.
5. ELECTRONIC MAIL: Electronic mail (E-mail) is not guaranteed to be private. Messages relating to or in support of illegal activities must be reported to the authorities.
6. DISRUPTIONS: Do not use the network in any way that would disrupt use of the network by others. Do not read other users' mail or files or attempt to interfere with other users' abilities to send or receive electronic mail. Do not attempt to read, delete, copy, modify, or forge other users' mail.
7. BULLETIN BOARDS: Never respond to messages or bulletin board items that are suggestive, obscene, belligerent, threatening, or make you feel uncomfortable.

The following are acceptable uses of the computers/LAN/Internet:

- Research for a class assignment or project
- Collaboration via E-mail for a school project or assignment
- Inquiry via E-mail dealing with a class project
- Career development activities
- Classroom web activities
- Self-discovery activities (NOTE: Self-discovery activities will be considered a "low priority" use of the system. In the event of limited resources such as slowing of the network of high demand for computer use, students may be asked to temporarily refrain from self-discovery activities.) During low demand periods, self-discovery activities should not exceed three (3) hours per week.

The following are unacceptable uses of the computers/LAN/Internet:

- Using the network for any illegal activity, including violation of copyright or other laws.
- Using an account of another person, with or without permission.
- Accessing web sites that contain obscene, profane, vulgar, rude, inflammatory, threatening, or disrespectful language, graphics, or pictures.
- Gaining unauthorized access to resources or entities.
- Wasting technology resources, including bandwidth, file space, and printers.
- Using the network for financial or commercial gain.
- Using the network in ways which violate school policies and behavior standards.
- Invading the privacy of other individuals by accessing and/or vandalizing their computerized data.
- Degrading or disrupting equipment of system performance.
- Accessing web sites that distribute hate mail or chain letters that are of little or no educational value.
- Plagiarizing the work of other people.
- In order to reduce unnecessary system traffic, system users may not use real-time conference features such as talk/chat/Internet relay chat.

Security

Security on any computer system is a high priority because there are so many users. If you identify a security problem, notify the teacher, network administrator, or the building administrator at once. Never demonstrate the problem to other users. Any user identified as a security risk will be denied access to the information system.

Consequences

Students not complying with this policy will experience the following consequences:

- 1st offense: Lose all computer, LAN, and Internet rights for ten (10) school days. Parents will be notified via letter or telephone by the network administrator or building administrator. Students

who are attending classes that require computer, LAN, or Internet access will have access only during the regularly scheduled class period. An essay will be required from the student before reinstatement of full access. The network administrator will choose the topic and determine successful completion.

- 2nd offense: Lose all computer, LAN, and Internet rights for eighty (80) school days. Parents will be notified via letter or telephone by the network administrator or building administrator. Students who are attending classes that require computer, LAN, or Internet access will have access only during the regularly scheduled class period. An essay will be required from the student before reinstatement of full access. The network administrator will choose the topic and determine successful completion.
- 3rd offense: Lose all computer, LAN, and Internet rights for the period of time until graduation.
- Additional offenses: School suspension or expulsion as deemed appropriate by the building administrator.

ALL OFFENSES ACCUMULATE FROM GRADES 7 THROUGH 12.

RL-B ACCEPTABLE USE POLICY: Parent/Guardian Consent and Student Agreement

Dear Parent or Guardian:

Your son or daughter will soon have access to the Internet. The Internet is a global information system with great information and educational potential, and we see the skills required for its use as vital to the productivity and citizenship of your students when they enter higher education and the work force. Attached is the RL-B Acceptable Use Policy. Please read the document, discuss it with your child(ren), and sign below to acknowledge that you understand the policy.

No student will be allowed access to the Internet until this form has been returned to the Technology Coordinator.

- I have read the Acceptable Use Policy and agree to follow its terms.
- I understand that access to the Internet and building network is a privilege that will be revoked if it is abused.
- I understand that violations of the policy will subject me to discipline up to and including expulsion, and may subject me to civil or criminal action.
- I understand that the school district will enforce its policies but that it is simply technically and administratively impossible to guarantee that no inappropriate use will ever occur. I also understand that the primary responsibility for avoiding inappropriate information rests with myself.
- I understand that the school district will not be held responsible for any fees, damages, claims, or harm incurred as a result of unauthorized or improper usage of the Internet or building network.

I hereby authorize RL-B to issue my child a free account for access to the Internet. This account will be used for educational endeavors as specified in the Acceptable Use Policy. If my child violates this policy, he/she will experience consequences as described in the Acceptable Use Policy and above, and these consequences will affect his/her access to educational material and opportunities.

ACCEPTABLE USE AGREEMENT

Parent/Guardian Signature _____

Date _____

Student Signature _____

Date _____

Parent(s)/Guardian(s)

Names _____

Home Phone _____ Work Phone _____

RL-B Website Consent

I, _____, parent/guardian of _____

(parent/guardian)

(student)

give my permission to include my son(s)/daughter(s) full name and school work on the RLB school website.

Parent/Guardian Signature _____

Date _____

Student Signature _____

Date _____

Parent(s)/Guardian(s) Names _____

Home Phone _____ Work Phone _____