

**SOUTHERN REGIONAL SCHOOL
DISTRICT TECHNOLOGY GUIDELINES
2025-2026**

These guidelines outline the expectations for the responsible and ethical use of technology resources provided by the Southern Regional School District, including network access, internet services, software, and school-issued devices (Chromebooks). By using the district's technology resources, all students agree to abide by the terms and conditions set forth in the guidelines.

GENERAL GUIDELINES FOR TECHNOLOGY USE

District technology resources are for educational purposes, including research, learning, communication, and creative projects related to school curriculum.

District technology resources are monitored. The district reserves the right to review, monitor, and record any material created, stored, transmitted, or received using district technology.

Students are responsible for maintaining the security of their accounts and passwords.

- Do not share passwords with anyone.
- Report any suspected security breaches or unauthorized use immediately to a teacher or administrator.

Students are responsible for the device assigned to them and may not intentionally damage, disable, or misuse any district technology equipment or software. This includes, but is not limited to, attempting to bypass security measures, installing unauthorized software, or altering system configurations.

All use of district technology must comply with federal, state, and local laws, as well as school board policies. This includes laws pertaining to copyright, intellectual property, privacy, and cyberbullying.

DIGITAL CITIZENSHIP

Be Respectful

- Treat others with respect in all online communications. Avoid using offensive, hateful, discriminatory, or harassing language. Do not engage in cyberbullying, harassment, or any form of online intimidation.
- Be mindful of the impact of your online actions on others and your own reputation.

Protect Privacy

- Do not share personal information about yourself or others (e.g., full names, addresses, phone numbers, photos).
- Be cautious about clicking on suspicious links or downloading files from unknown sources.
- Understand that information shared online can be difficult to remove.

Think Critically

- Evaluate the credibility of online sources and information. Not everything found online is true or accurate.
- Understand the potential biases in online content.
- Be aware of digital footprints and how online activities can create a lasting record.

Practice Online Safety

- Report any inappropriate or concerning content to a trusted adult (teacher, parent, administrator).
- Do not meet in person with individuals you have only met online.

Respect Intellectual Property

- Always cite your sources properly. Do not plagiarize content found online.
- Respect copyright laws. Do not illegally download or distribute copyrighted materials.

APPROPRIATE USE OF ARTIFICIAL INTELLIGENCE (AI)

Responsible use of AI will vary depending on the classroom activity or assignment. Teachers will clarify if, when, and how AI tools can be used to complete assignments. AI tools can be valuable for brainstorming, research, summarizing, and generating ideas, however they are to supplement, not replace, a student's own critical or creative thinking and writing skills.

Academic Integrity

- All submitted work must be your own original thought and effort. Using AI to generate entire assignments and submitting them as your own without significant personal input may result in academic and/or disciplinary consequences.
- When using AI tools, follow your teacher's specific guidelines and cite your sources.
- Students are responsible for verifying the accuracy of information or content generated by AI tools. AI outputs may contain errors, biases, or outdated information.

Ethical Considerations

- Do not use AI tools to generate content that is harmful, discriminatory, inappropriate, or violates any school policies.
- Be mindful of data privacy when using AI tools. Do not input sensitive personal information into public AI models.
- Understand that AI models learn from data. Outputs reflect the data they were trained on, which may include biases.

CHROMEBOOK USE AND CARE

Device Responsibility

- Students are responsible for the proper care and security of their assigned Chromebook and charger.
- Students must bring their Chromebook to school fully charged each day.

Proper Handling

- Avoid placing heavy objects on the Chromebook or exposing it to extreme temperatures or liquids.
- Do not attempt to repair the Chromebook yourself or have it repaired by unauthorized personnel.

Software and Configuration

- Do not attempt to alter the operating system, install unauthorized software, or bypass district-installed filters or security settings.
- Only use district-approved applications and extensions.
- Keep the Chromebook's software updated as prompted by the district.

Personalization

- Students may personalize their Chromebooks with appropriate wallpapers and themes. However, customization that interferes with device functionality or violates school policy is prohibited.
- Do not affix stickers or permanent markings to the Chromebook.

Off-Campus Use

- The Chromebook is primarily for educational use, both at school and at home.
- Students are expected to adhere to all aspects of these guidelines when using the Chromebook off-campus.
- The district's content filters remain active regardless of the network.

Damages

- Students must report any damage, malfunction, or loss of the Chromebook.
- Students will be financially responsible for damage, neglect, or loss of the device.

Repair	Cost
Screen Replacement	\$50
Keyboard Replacement	\$25
Device replacement (adjusted as the device depreciates)	7 th , 8 th & 9 th grade (\$250), 10 th grade (\$200), 11 th grade (\$150), 12 th grade (\$100)

SAFETY AND SECURITY

Legal Compliance: The district complies with the Children's Online Privacy Protection Act (COPPA) and the Children's Internet Protection Act (CIPA) to ensure the safety and privacy of students online. This includes filtering internet access to block obscene, child pornography, and harmful content, as well as monitoring online activities.

Email and Data Ownership: All email accounts and data created or stored on district technology resources, including Chromebooks, are the property of the district. Email accounts and data are subject to review, monitoring, and inspection by authorized school personnel at any time, with or without prior notice, to ensure compliance with these guidelines and other school rules. Students should have no expectation of privacy regarding their use of district technology resources.

Reporting Concerns: Students must report any safety or security concerns, including cyberbullying, inappropriate content, or suspicious communications, to a teacher and/or administrator.

INTERNET FILTERING & MONITORING

The Southern Regional School District utilizes internet filtering to provide a safe and appropriate online learning environment.

The Securly monitoring system is utilized during school hours. Securly also provides options for parents/guardians to receive monitoring notices outside of school hours; sign-up information is provided annually, or you may request it at any time.

CONSEQUENCES OF VIOLATION

Violations of these guidelines may result in disciplinary action, which could include, but is not limited to:

- Temporary or permanent loss of technology privileges.
- Detention, suspension, or other school disciplinary measures.
- Financial responsibility for damage to equipment.
- Referral to law enforcement agencies, if applicable.

The Southern Regional School District reserves the right to modify these guidelines at any time. Students will be notified of any significant changes.