



## OFFICE OF TECHNOLOGY SERVICES

5735 47th Avenue • Sacramento, CA 95824

(916) 643-7900 • FAX (916) 399-2038

### BOARD OF EDUCATION

*Jessie Ryan*  
President  
Trustee Area 7

*Darrel Woo*  
Vice President  
Trustee Area 6

*Michael Minnick*  
2<sup>nd</sup> Vice President  
Trustee Area 4

*Lisa Murawski*  
Trustee Area 1

*Leticia Garcia*  
Trustee Area 2

*Christina Pritchett*  
Trustee Area 3

*Mai Vang*  
Trustee Area 5

*Olivia Ang-Olson*  
Student Board Member

The Sacramento City Unified School District (SCUSD) is pleased to offer students an electronic device for Distant Learning while at home. As with any borrowed school property, an electronic device checked out to the student is the responsibility of the legal parent/guardians and the student to insure the safety and security of the device at home.

Our goal is to provide a learning environment that is authentic, engaging and innovative for all of our students. This program is reserved for students who have limited to no access to devices at home.

Please carefully review our Annual Parent and Student Rights Notification and Standards of Behavior pertaining to the Rules for Use of Computers and Computer Networks, Use of School Computers, and Parent/Guardian/Emergency Contact Responsibilities and Permission below.

### **RULES FOR USE OF COMPUTERS AND COMPUTER NETWORKS**

When students use school computers they agree to:

- Follow the directions of teachers and school staff.
- Abide by the rules of the school and school district.
- Obey the rules of any accessed computer network.
- Be considerate and respectful of other users.
- Use school computers for school-related education and research only.
- Not use school computers and networks for personal or commercial activities.
- Not change any software or documents (except documents they create).

### **USE OF SCHOOL COMPUTERS**

If students do not follow the rules, they may be disciplined and lose their computer privileges. Students may not produce, distribute, access, use or store information that is:

- Unlawful
- Private or confidential
- Copyright protected
- Harmful, threatening, abusive, or denigrating to others
- Obscene, pornographic or inappropriate in language
- Disruptive to the work of others
- Damaging to systems (or that is designed to slow down the system)
- Students should not allow anyone else to use their password and should not use anyone else's password.
- Students should use caution when giving their e-mail address to anyone.
- Students should never give out personal information such as their home address or telephone number.
- Students should protect the privacy of others; never give out personal information about themselves or anyone else.

|

## Parent/Guardian/Emergency Contact Responsibilities and Permission

I am authorizing the assignment of an electronic device to my child. Instructional materials provided for use by students remain the property of the district. Students are responsible for returning borrowed materials in good condition, with no more wear and tear than usually results from normal use. Parents/guardians and the students are held responsible for all willfully damaged or lost properties. If properties are lost or damaged, students or parents/guardians shall be responsible for restitution equal to the current replacement cost of the materials. (BP 6161.2) If payment is not made, the district shall afford the student his/ her due process rights in conformance with Education Code expulsion procedures and may withhold the student's grades, diploma or transcripts. (AR 5125.2)

The student, parent, or guardian must immediately notify their School Site Administrator of any problems with the mobile device(s) provided. No attempt should be made to repair the mobile device(s).

Mobile device(s) that are stolen must be reported immediately to your school administration and local law enforcement.

### Acknowledgement:

Student Name: \_\_\_\_\_  
(Please Print)

Student ID#: \_\_\_\_\_

Student Signature: \_\_\_\_\_

School: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_  
(Please Print)

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_