

**Montclair Public Schools
Office of Technology**



**Student Mobile Device,
Technology & Acceptable Use Agreement**

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Montclair Public Schools (MPS) is committed to the use of technology in the educational process and the use of devices and the network as part of a vision to integrate digital literacy, digital equity, digital information, and 21st Century Learning Skills into all MPS classrooms. All minor students and their parents/guardians/caregivers that access technology in the district are responsible for knowing and acknowledging the Board Policies and Regulations that govern the use of technology and district technology resources. Please review the following. Your signature indicates that you and your child are aware of the expectations for the appropriate use and care of the network and devices assigned and available to you, individually and in your classroom or school, as well as the consequences for the inappropriate use of same. This document will be in effect for all years enrolled in MPS. Parents must sign for all students. Students in grades 6 - 12 must sign.

Student Name: _____ School: _____

Grade: _____ Device/Serial Number/Asset Tag: _____
(if applicable)

Issuing Teacher: _____ (if applicable)

As a student member of Montclair Public Schools, you and/or your parent/guardian/caregiver acknowledge that you have read and understand the following Board Policies & Regulations:

- # [2360](#) Use of Technology
- # [2361](#) Acceptable Use of Computer Networks/Computers and Resources
- # [2363](#) Student Use of Privately-Owned Technology
- # [2531](#) Use of Copyrighted Materials
- # [3283](#) Electronic Communications Between Teaching Staff Member and Students
- # [4282](#) Use of Social Networking Sites (Support Staff)
- # [4283](#) Electronic Communications Between Support Staff Members and Students
- # [7523](#) School District Provided Technology Devices to Students
- # [8311](#) Managing Electronic Mail
- # [8335](#) Family Educational Rights and Privacy Act

For devices issued to you by MPS, or those you are permitted to use, you agree with the following:

- The device is the sole property of Montclair Public Schools and can be inspected by district technology staff or a designee at anytime
- The device can only be used by the recipient and only for MPS related work
- The device will be used in a manner according to the rules and regulations of Board Policy and according to the MPS Technology Acceptable Use Agreement
- Only software approved by the Director of Technology or designee and building principal related to professional MPS duties may be loaded on the device and all copyright laws of the United States will be strictly adhered
- Loss, damage or technical problems with the device should be reported as soon as possible to the technology department through the issuing teacher. If you believe that your device was stolen, you must report it to the police department, notify the Office of Technology immediately and provide a copy of the police report to your building principal as soon as it is available. Devices will be replaced or repaired as is fiscally possible. Students and/or parents/guardians/caregivers members may be financially responsible for the loss or damage of a device.
- The device will be brought to school during school hours, fully charged, so that it can be used in the fulfillment of MPS educational needs and in order to receive the necessary upgrades, patches, downloads, etc. through the MPSD network
- The device will be transported in a case and stored so that it is not susceptible to damage
- The device will not be left unattended, unsecured, outside or in a location (ex: vehicle) where the weather and/or temperature extremes can damage the device and/or its components
- No stickers, labels, writing or other personal identifying marks are permitted on district technology
- In the event of repeated accidents of a similar nature, MPS has the right to exercise discretionary replacement
- MPS is not liable for lost data
- MPS reserves the right to request the device be returned due to inappropriate use or for inventory and upgrades as needed
- No attempts to disassemble, repair, hack or subvert the security of the device or MPS network shall be made
- Applications provided by the district remain the property of the district and should only be downloaded through a district approved account
- All devices and district-owned technology will be returned to the district in good working order upon the end of need, the termination of services, or upon request.

Acknowledgment: I acknowledge that the details of the Anti Big-Brother Act have been made available to me. I have read this document and all relevant policies and regulations and agree to the

terms and conditions regarding technology provided to me by Montclair Public Schools. Document may be signed manually if parent/guardian does not have access to Parent Access account.

Parent Signature & Date

Student Signature (if grade 6-12) & Date

Anti Big-Brother Act

Personnel in each school district should be aware that New Jersey Statutes Annotated (N.J.S.A.) 18A:36-39 (P.L. 2013, c. 44) requires notification to students about the usage of certain electronic devices effective July 1, 2013. The [Anti Big-Brother Act](#) requires that:

A school district or charter school that furnishes a student with a laptop computer, cellular telephone, or other electronic device shall provide the student with written or electronic notification that the electronic device may record or collect information on the student's activity or the student's use of the device if the electronic device is equipped with a camera, global positioning system, or other feature capable of recording or collecting information on the student's activity or use of the device. The notification shall also include a statement that the school district or charter school shall not use any of the capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student. The parent or guardian of the student shall acknowledge receipt of the notification. The school district or charter school shall retain the acknowledgement as long as the student retains the use of the electronic device.

A school district or charter school failing to provide the notification required by this section shall be subject to a fine of \$250 per student, per incident. Any fines would be remitted to the Department of Education, and deposited into a fund that would be used to provide laptop computers or other portable computer equipment to at-risk pupils, defined as those who are eligible to participate in the National School Lunch Program.

Guidance is provided below to clarify specific terms and references to ensure the statute is implemented in accordance with the intent of the law.

- "Furnishes a student ..." refers to those electronic devices that are the responsibility of the school district and issued to students with the ability to use the device outside of school, in connection with the district's academic program. The intent of the statute does not include limiting or restricting the use of computers, tablets and other such devices in school environments.
- Many electronic devices automatically store a history of the user's online and offline activities. The intent of this law is for the district to notify the student that their electronic device will store information when the device is outside of school, and that the stored information will not be used in any way to violate the student's privacy rights (or that of any individual residing with the student).

- The method by which the parent/guardian acknowledges the receipt of the notification to the student is determined by the school district, with the understanding that the acknowledgement has to be retained in district as per the district's record retention schedule, and is available upon request.
- Notification to the student can occur either as an addition to an existing parent/guardian approval form that requires parent/guardian signature, or through the use of a separate parent/guardian approval form when the device is furnished to the student, at the discretion of the district