

Student Technology and Learning

KCISD BYOD Program Handbook

Purpose:

Kirbyville CISD is committed to moving students and staff forward in a 21st century learning environment. As part of this plan, KCISD is piloting a Bring Your Own Device (BYOD) plan that will allow Jr. High & High School students and staff to access our guest wireless network using their own technology tools

Students are limited to three different devices which can be used at school. Each device must be registered with the District Technology Department. Examples of types of technology which can be used are: (1) laptop/netbook, (2) tablets [iPad, ipod touch, etc.] (3) e-Readers, (4) cell/smart phones. (MP3 players will not be allowed to be used in the program.)

To register the device(s), both the parent and student must complete an online BYOD training session and with classroom teacher approval; students may use their own devices in the classroom to access and save information from the Internet, communicate with other learners and use the productivity tools that may be accessible via the Internet or currently loaded on the device (Google Apps, Microsoft Word, Power Point etc.)

Plan:

Students in grades 7 – 12 who have met the requirements may begin bringing their own approved technology tools to use to enhance their education at school. Users will be prompted to accept the following terms of use prior to each attempt at connecting to the BYOD network:

KCISD is providing wireless connectivity as a guest service and offers no guarantees that any use of the wireless connection is in any way secure, or that any privacy can be protected when using this wireless connection. Use of the KCISD wireless network is entirely at the risk of the user, and Kirbyville CISD is not responsible for any loss of any information that may arise from the use of the wireless connection, or for any loss, injury or damages resulting from the use of the wireless connection. All users of the Kirbyville CISD network are bound by the district's Acceptable Use Policy for Technology Usage. By entering, "Accept" below, you are agreeing to all of the above cautions and policies as they pertain to non-district devices.

Students and staff members who do not accept the terms of service, will not be able to access the KCISD guest network. The terms of service prompt will post each time an outside user attempts to use this network. Once on the guest network, all users will have filtered Internet access just as they would on a district owned device. All guest network users will be filtered at the student level when using personal technology devices.

On the following pages, information will be arranged in a Frequently-Asked-Questions format to relay information concerning types of technology, accessories, and responsibilities for this pilot program.

Frequently Asked Questions (FAQ)

What are the Hardware and Software Considerations?

1. What types of computing devices may my child bring to school?

Students may use devices that fall into the following categories: (1) laptops/ netbooks, (2) tablets [iPad, ipod touch, etc.] (3) e-Readers, (4) cell/smart phones.

2. How can my child's computing device connect to the Internet?

Kirbyville CISD provides a wireless guest network which students may connect to while using their devices in the building. The Children's Internet Protection Act (CIPA) requires all network access to be filtered, regardless of the tool you use to access it while in a public school. Since by law we are required to filter all access to the Internet, they will not be allowed to use their 3G/4G or other Broadband access at school. They also will not be allowed to use a wired Internet connection.

3. Are there suggested accessories?

Providing a padded bag or protective sleeve is suggested. This will provide more protection for the day to day use of these computing devices. A headset with microphone will be useful when accessing a website with audio and/or video.

4. Will there be "charging stations" so my child's electronic device can be recharged?

We anticipate that not every class will be using an electronic device in a lesson every day. Considering today's electronic device battery technology, the device's battery charge should be sufficient for lessons requiring use of the device throughout the day. "Charging stations" will not be provided.

5. Are there any specifications for the type of laptop, netbook, or tablet my child may bring to school?

Buying a computer is a personal choice. Ultimately, each person will need to choose the device that works best for his/her child. Any type of tablet, netbook or laptop can be used. All lessons will be based on World Wide Web access, so the only hardware requirement is the ability of the device to connect wirelessly to the Kirbyville CISD wireless network.

6. What software will be needed on my child's computer?

No software needs to be purchased. Kirbyville CISD Schools use Google Drive to store student work. This is a web-based file storage system providing many productivity tools including a word processor, spreadsheet program, and a presentation program. Students will be able to use these capabilities provided by Kirbyville CISD through Google Apps, rather than purchasing software. Because purchasing a computing device is a personal choice, anyone may purchase and use other productivity tools that best suits one's personal needs.

Whose Responsibility Is It?

1. Who pays for the technology brought to school?

These devices will be purchased by and remain the property of the family.

2. Who is responsible for any repairs or updating to personal computing devices?

Students and/or their families are responsible for their personal computing devices at all times. Kirbyville CISD does not have the technology support staff to repair or update personal computing devices.

3. Who is responsible for damage, loss, or theft of devices your child brings to school?

Families must stress the responsibilities their children have when bringing their own computing devices to school. Any devices students bring to school are their sole responsibility. Kirbyville CISD takes no responsibility for lost or stolen devices nor is there any assumption of financial responsibility by Kirbyville CISD for damaged, lost or stolen personal computing devices.

Installing tracking software like *Absolute Software* can help locate the equipment if it is stolen, and keeping track of the device's serial number, model and type will be helpful as well. Theft or vandalism of any kind should be reported immediately to a campus administrator and normal theft policies will be followed.

Whose Responsibility Is It? – Continued

4. Will the family need to have Internet access at home?

No. It would be helpful, however, to have some form of Internet access (wired or wireless) in order for a child to make full use of the multitude of resources available on the World Wide Web. But, it is not required in order for a child to use a personal computing device at school.

5. Does Kirbyville CISD suggest any other considerations?

It may be wise to acquire theft or hazard insurance. If purchasing a new computing device for a child to use at school, we recommend purchasing the extended warranty.

Miscellaneous Information

1. How will a child's education differ if the family does not have an Internet-connected device to bring to school?

Many lessons are collaborative allowing students to work together, sharing information accessed through personal devices. When the work is individual, students may use computers and other devices located in classrooms and/or in the Media Center. No child's learning experience or academic performance will be affected because he or she does not have an Internet-connected device to bring to school. Kirbyville CISD is committed to reducing technology inequity so every child can learn equally.

2. Will my child need to have a signed Acceptable Use Policy on file?

Yes. In order for Kirbyville CISD to supervise student use of the computer network and the Internet, the Electronic Communication and Data Management Policy must be read and the Student Agreement for Acceptable Use form must be signed by all students who want to have access to educational resources. Parents/guardians of students under age 18 are also required to read and sign the agreement. Students 18 or older may sign the document themselves. Signing the document indicates that the student and parent/guardian have read and understand the expectations of Kirbyville CISD.

3. When can my child use the electronic device at school?

After the student and parent attend a mandatory BYOD training session and sign all necessary paperwork, students may use their electronic devices in class as instructed by the teacher. It is ultimately the teacher's decision as to when and if these devices will be used. Devices are not intended to be used during transition times.

4. What will happen if my child misuses the device?

Any misuse of the device will be handled just as any other infraction of the Student Code of Conduct would and may result in the loss of the use of the device at school.

5. Will my child be expected to use his or her computing device both at school and at home?

Just as with traditional assignments, some assignments may need to be completed at home. If there is a computing device malfunction or an interruption of Internet connectivity at home, a student may use computers at school before or after the school day or during tutorials.

6. Will this program go district-wide?

At the conclusion of this pilot program, Kirbyville CISD staff will examine the data collected. This data will be shared with district administration and the Board of Education, after which any further implementation plans will be evaluated.

7. Will students be able to print documents from their personal computing devices?

Students will not be able to access printers at Kirbyville CISD from their personal computing devices. We will provide alternatives as follows: (1) printing capabilities from school computers in certain computer labs, and/or (2) electronic delivery of documents through email or other online methods.

8. Where will my child's work be stored?

Students will not have access to their "H" drives while using their own device. Google Drive will allow students to save documents to be accessed from anywhere they have an Internet connection.

Locations for use of electronic devices for KCISD BYOD Program

Location	Laptop/Netbook	Tablets (ipad, ipod touch, etc.)	eReaders	Cell /Smart Phones
Classroom	As directed by teacher	As directed by teacher	As directed by teacher	As directed by teacher
Hallways	No	No	No	No
Study Times	As directed by teacher	As directed by teacher	As directed by teacher	As directed by teacher
Tutorials	As directed by teacher	As directed by teacher	As directed by teacher	As directed by teacher
Lunch Period	As directed by the Principal	As directed by the Principal	As directed by the Principal	As directed by the Principal
Library Resource Center	As directed by librarian	As directed by Librarian	As directed by librarian	As directed by librarian

All Electronic Devices:

- Classroom staff have the ultimate control of when and what type of electronic devices are used in the classroom.
- **MP3 players are not permitted devices at school.** Consistency across the building is most important.
- As with reading a printed book, students reading from eReaders should be permitted as you would with a printed book.
- Devices should be used only for educational activities or student personal study time.
- The hallways should be electronic device free during passing periods.
 - Students are not permitted to have their headphones/earbuds in when moving through the hallways.