Knox County Schools
Orientation for Students & Parents

KCS | KNOX COUNTY SCHOOLS

Objectives of Session

- To provide a context for students and parents about the 1:1 technology initiative

- To inform students and parents about the guidelines, expectations, and policies surrounding the use of technology devices

- To communicate information concerning digital citizenship and internet safety

KCS Commitment

- We are committed to the concept of creating a technology-supported personalized learning environment to meet each student's individual instructional needs.

- Your school is in a cohort of schools that has the capacity and commitment to successfully implement a 1:1 instructional technology initiative to support personalized student learning.

Context

- Today's learners have grown up in a digital world. They have cell phones, computers, multi-dimensional video entertainment, iPods, and the Internet and they have never seen a TV without a remote control. Our children are hyper communicators, goal planners, multi-taskers, experts at figuring out and using technology and active learners.

Why?

- It's the right thing!

- Engaging our students and making education relevant is critical– critical for our schools to continue to effectively and fully prepare our students to be college and career ready and to be leaders of tomorrow.

Review of Materials

At this time, you should have received:

Technology Device Agreement with Technology Device Procedures & Expectations Packet (Appendix A)

Please check your information and make any necessary corrections on the Device Agreement.

11" Dell Chromebook

11.6" screen
2.74 pounds

Your "technology device" includes:
Chromebook
Charger

Device Use (p. 4)

- The care of the district technology device is the student's responsibility. Students should not lend their device to another person.

- Students should never leave the technology device unattended.

- Students need to charge their technology device each night at home so that it is fully charged when they arrive to school each day.

- Failure to bring the district issued technology device (no personal home device) or other class materials does not release a student from his/her classwork responsibilities.

Device Use (p. 4)

- **The technology device is the property of the Knox County Schools and may be collected and inspected at any time. Students have no right to privacy for any material on a district technology device**.

- Each technology device has a unique serial number and asset tag. Students should not modify or remove the tag. Students should not write on, draw on, or add stickers or labels directly to the technology device. No form of tampering will be permitted.

- **It is the student's responsibility to back up projects and content.**

Device Use (p. 4)

- Students with Apple products may add their iTunes account to their device. This information may be inspected on the district technology device, and inappropriate, graphic, or offensive material may be removed.

- If a student's technology device is not working or is damaged, students should report the problem immediately to the help desk.

- If a student's technology device is lost or stolen, the student should report the loss immediately to the administration (if the device is stolen off campus, a police report should be completed).

- Students are responsible for using the technology device according to school and district policies and procedures.

Device Care (p. 5)

- Devices should NEVER be picked up by the lid. Students should close the technology device before it is picked up. Students should close the technology device before it is picked up.

- Students will use the school issued protective covering if provided.

- When carrying the device to and from school campus, it is expected that the device will be placed in a backpack, bag, or other carrying case.

- It is recommended that if students use a backpack, the technology device should always be placed in the backpack with the port-side facing up to keep pencil lead and other debris from jamming the ports. Additionally, iPads in a backpack cannot bear excessive weight, so please be aware when setting your backpack down that the iPad is on top.

Device Care (p. 5)

- Technology devices should be kept at room temperature and should NOT be exposed to extremes of hot or cold. Students should **NOT LEAVE their technology device IN THE CAR. Students should not leave their technology device outside.**

- Liquids and food should not be used/consumed in the vicinity of the technology device.

- Cleaners, sprays, alcohol, ammonia or abrasives should not be on the technology device. Devices should be cleaned with a soft, lint-free cloth.

- The device should remain in the protective cover when not in use. Device should not be in a place where someone could accidentally sit or step on it.

Your Technology Device

- This device will be yours for the remainder of the time you are here at this school- so take care of it! You will receive the same technology device and protective covering each year.

- Repair & Replacement Guidelines (p. 6)
  - Theft
  - Non-preventable Damage
  - Preventable Damage/Negligence or Willful Damage/Recklessness

- An Estimate of Repair Charges are listed on page 7.

Internet Safety

- Teachers will monitor student internet use in class.

- Students receive training on use of technology device and internet safety.

- Students will engage in lessons about digital citizenship.

- More lessons for support at home can be found here:

    (http://www.commonsensemedia.org/educators/educate-families)

School Internet Network Filtering

Server-based filtering software:

- Filtering software installed on KCS web server to block social media and other sites
- Filters websites based on content key words

These filters are available while on school property. Home internet does not have the same type of filters.

Learning Management System

- All courses will have an account where students will be given assignments, take assessments, and submit their work.

- Parents will have the opportunity to be an "observer" for each class.

Parent/Guardian Guide (p. 5)

- Monitor your student's home use of the internet with the technology device.

- Provide a place in an open area of your home, such as the kitchen or family room, where the technology device will be used.

- Use the internet with your student to help develop safe internet habits.

- Frequently ask to see your student's technology device and ask how it is being used.

- Review with your student the programs used on the technology device and ask them what each program does.

- Do not hesitate to contact your school if you have any questions or concerns about the technology device.

Home Internet Use

- Parents should set and enforce rules for internet and phone use. For example:
  - Set time limits for using the internet, instant messaging, social networking, online gaming, etc.
- Parents should ask and know student's personal username and password.
- Parents should have access to students' e-mail
- To check history:
  - Firefox & Chrome→History→Show All History
  - Safari→Bookmarks→Show All History
  - If the history is empty, ask why!

Rules of the Road for Parents

http://www.commonsensemedia.org/videos/parents-need-rules-too

Internet Guidelines

1. Never give out personal information.
2. Never use a parent's credit card online.
3. Never share passwords with anyone.
4. Never arrange a face-to-face meeting.
5. Don't open an e-mail if you don't know who sent it.
6. Don't click on banner ads or pop up ads on websites.
7. Never use bad language or send threatening e-mails.

Social Media

- Parents should monitor social media use even though it is blocked by KCS network filters while on school property.

- Be aware of which social media sites your students use (Twitter, Instagram, Facebook, SnapChat,Tumblr, etc.) and monitor their postings.

- Talk with your kids about their permanent digital footprint.

- Be alert to any cyber-bullying and notify school immediately if it involves another student.

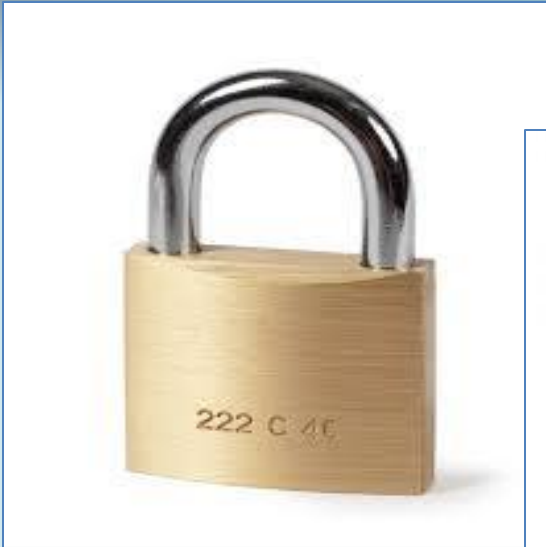- Parents should ask and know student's personal usernames and passwords for social media sites.

Cyberbullying

http://www.onguardonline.gov/media/video-0005-stand-cyberbullying

Quick Review for Internet Safety

What is prohibited in KCS?

- Bypassing the filter
- Using another student's username or password
- Sharing passwords
- Downloading or installing
- Tampering with the hardware
- Chat rooms, instant messaging, social networking sites, hosting non-school approved web pages

Inappropriate Material

- Materials that are unacceptable in a school setting

- Pornographic, obscene, graphically violent, vulgar music, sounds, language, videos or other materials

- Do not download or transfer through an external drive.

Overview of Deployment

Stages of Deployment	Outcome
Training Session	Attend Training session and receive Expectations & Procedures packet as well as the Agreement.
Charger & Device Deployment	Pick-up charger and device.
Device Login	Students will create a student account and log-in to device.
Submit Technology Device Agreement	Students and parents should turn in signed Agreement.

Questions?

Contact your school administration.
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Personalized Learning for Every Child