



P.O. Box 833
20 South Cedar St
Omak, WA 98841
HS Office 826-5150
HS Fax 826-8515

David Kirk
Principal
826-8529

Joe LaGrou
Assistant Principal
826-7697

Tanya Peterson
CTE Director
826-8363

Evon LaGrou
Guidance Counselor
M - Z
826-8536

Joe LaGrou
Athletic Director
826-8369

Jordan Sackman
Guidance Counselor
A - L
322-9361

Omak High School

Omak High School Acceptable Use Procedure for Technology

Introduction and Explanation of Purpose

With the use of technology facilitated through the Omak School District and the district network, students will participate in activities that support learning and collaboration. With this technology, students will have access to other networks and people around the world, therefore creating the possibility to obtain information that may not be appropriate. Omak School District teachers will take measures to prevent access to inappropriate information; however, we cannot control all information available. We trust our students to know what appropriate behavior is after reviewing the technology use policy. In addition to this policy, as mandated by Washington State, students will be taught digital citizenship to reinforce their knowledge and the understanding of their digital footprint. If a student does not follow the Use Procedure guidelines, they will be subject to disciplinary action and the privilege of using the network and devices may be permanently withdrawn.

Internet Safety

Personal information and inappropriate content:

1. Students should not reveal personal information about another individual on any electronic medium.
2. No student pictures or names can be published on any public class, school, or district website unless the proper permission has been granted by the teacher and parent.
3. Dangerous or inappropriate material encountered by the student should be immediately reported to the proper school authority
4. Every student will participate in digital citizenship courses provided by the Omak School District

Network Use Policy

The district network includes wired and wireless devices and peripheral equipment, files and storage, e-mail and internet content (blogs, websites, collaboration software social networking sites, wiki, etc.)

All use of the network must support education and research and must follow Omak School District standards, as outlined in the Student Handbook. School staff may review student files and communications to maintain system integrity and insure that students are using the system responsibly. Students should not expect that files stored on the server will remain private.

1.1 Internet/Student E-Mail Account Access

- A. Students have been assigned e-mail accounts for the purpose of communicating with their fellow students and teachers and to support collaboration in the classroom. The accounts are filtered by Omak School District so only in network users can communicate with each other. (Students will not

be able to e-mail anyone not associated with the district and vice versa) While the internet is filtered using software both at home and at school, it cannot be guaranteed that objectionable content will be blocked 100% of the time. Students will be expected to use the internet responsibly and report any content that could be dangerous or deemed inappropriate.

1.2 Acceptable Use:

- A. Creation of files, projects, videos, web pages and podcasts using network resources in support of education and research;
- B. Participation in blogs, online classrooms, social networking sites and creation of content for e-mail, web pages, and podcasts that support education research;
- C. The online publication of original educational material and school work with proper citation when using sources outside of the school of classroom;
- D. Using the devices to digitally collaborate with other students via district approved applications.

1.3 Unacceptable use is as follows but not limited to:

- A. Actions that result in liability or cost incurred by the district;
- B. Downloading, installing and use of games, audio files, video files, or other applications that are not directly related to educational goals.
- C. Hacking, vandalizing, introduction of viruses or other software components detrimental to the system
- D. Cyber bullying, hate mail, defamation, impersonating another individual, or harassment of any kind
- E. Accessing, uploading, downloading, storage and distribution of pornographic or sexually explicit material.
- F. Violating Copyright laws
- G. Accessing the BIOS, DOS or Crosh system
- H. Purposely bypassing the network firewall and filters utilizing proxy servers or VPN's
- I. Using any storage devices that are not being used for school projects such as SD Cards or USB Thumb Drives

1.4 Discipline:

- A. Omak School District reserves the right to revoke privilege, either temporarily or permanently, in the case that the device is being misused as outlined in the unacceptable uses listed in section 1.3. Students will have the device taken for a period of time based on the severity of the misuse and the number of occurrences, as determined by administration.

I acknowledge that the device issued by the Omak School District is the responsibility of me and my student. I and my student are responsible for any fines and/or cost directly related to the loss or damage of this device.

Parent Signature: _____

Date: _____

Student Name: _____

(PRINT)

Student Signature: _____

Date: _____