

Groveton Independent School District

Student Device Policy Handbook



The policies, procedures, and information within this document apply to all Groveton ISD-owned devices and accounts issued to and/or used by students.

Educators may set additional requirements for device use while Students are in their learning environments.

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Introduction/Overview

The purpose of this handbook is to clearly communicate student expectations and procedures for GISD devices. Student use of Groveton ISD devices falls under the guidelines of the District's Responsible Use Guidelines for Technology, which can be found at <https://www.grovetonisd.net/studenthandbook>, as well as campus-specific guidelines and expectations.

Staff and students use technology resources to facilitate learning, the work environment, and promote communications. These guidelines ensure the proper use of Groveton Independent School District's (the District's) technology resources (systems). All users have the responsibility to use technology resources in an efficient, effective, ethical, and lawful manner.

The following guidelines, rules, and conditions apply to all users of District technology resources and services, wherever the users are located. Violations of this policy may result in disciplinary action, including possible suspension, and/or legal action.

The District has the right, but not the duty, to monitor any and all aspects of the District's technology resources, including e-mail, to ensure compliance with this policy.

The District's network, digital equipment, and accounts given to students and employees are for educational purposes only. Users should not have an expectation of privacy in anything they create, view, send, or receive on District systems. Commercial use of District resources is strictly prohibited. The digital equipment, software, and system belong to the District and may be used for educational purposes only.

All users are governed by the following provisions, which apply to all use of technology resources and services. Technology resources and services include, but are not limited to, the following: cloud or hosted services, file servers, workstations, stand-alone computers, laptops, tablets, software, telephones, email accounts, data and databases, and internal or external communication networks (Internet, commercial online services, and email systems) that are accessed directly or indirectly from the district's computer Facilities.

These regulations may be amended or revised periodically as needs arise and are implemented pursuant to District policy (CQ Local).

While outlined here, Groveton ISD Technology Services policies and procedures may be subject to change at any time based on circumstances, district and student needs, and the evolution of technology.



GISD Device Plan

To ensure all students have equitable access to digital learning resources and programs, Groveton ISD is implementing a device roll-out plan with district managed and maintained devices, including Chromebooks, iPads, and laptops. Groveton ISD believes in the importance of providing students with opportunities to acquire future-ready skills through interacting with multiple operating systems.

The chart below outlines the type of device(s) available and intended use:

	PreK	K-5th	6th-8th	9th-12th
Type	Chromebooks	Chromebooks	Chromebooks	Chromebooks
Quantity	Minimum 8 Chromebooks per classroom	Carts - students have access to Chromebooks stored in carts located in each classroom	Carts - students have access to Chromebooks stored in carts located in each classroom	1:1 - students have a device checked out to them
Device Plan	Devices stay at school	Devices stay at school	Devices stay at school	Students take the device home and bring it back to school fully charged each day

Grades 9-12 will be issued a device to use for the school year and are allowed to take the device home upon agreement to the policies herein, while grades PreK-8 will leave the devices at school. All technologies provided by GISD are intended for educational purposes. All users are expected to use good judgment and to follow the specifics included in, but not limited to, this document.

Student Privacy & Internet Use

Access to the Internet, as well as school-issued accounts, are actively monitored through GISD's content filtering software. All applications, activity, and documents stored on any GISD issued-device are the property of Groveton ISD and are subject to regular review and monitoring.

Educational records are protected by the Federal Family Educational Rights and Privacy Act (FERPA). Groveton Independent School District values the privacy of its students and employees. Data is a valuable commodity, and GISD is committed to protecting the privacy of data entrusted to them.



Digital Resources & Consent

In order for Groveton ISD to provide students with the most effective online learning applications, the district must abide by the federal Children's Online Privacy Protection Act (COPPA), pertaining to the collection of student information. GISD utilizes web based educational resources and applications that are operated by third parties. These include, but are not limited to, Microsoft Education and Google Apps for Education which includes services such as an email address which allows access to GISD approved digital resources. In order for students to use the digital materials and other web-based resources, parental consent must be obtained for children under the age of 13. The Federal Trade Commission, which enforces COPPA, permits school districts to obtain consent on the behalf of its students, which eliminates the need for parental consent directly on the third-party websites. Guardians provide consent to GISD by signing the student handbook upon registration.

Receiving & Returning Your GISD Device

Students across all grade levels will have equitable access to technology. Each student must have a District device for testing, per state regulations. Students are expected to use the district issued device for instructional purposes while on campus or at home.

Elementary/Jr High Campuses: Grades PK-8

Each K through 8th grade classroom will have a class set of devices, stored in carts, for student use. Pre-Kindergarten Classrooms will have a class set of devices, stored in TechTubs with eight devices. Self-contained special Education classrooms will have a combination of devices to fit their classroom population.

High School Campus: Grades 9-12

Receiving Device: A Chromebook and charger will be distributed to students enrolled in grades 9th through 12th at the beginning of the school year, or upon enrollment. Upon receiving their device, students must inspect the device and accessories issued and note all damages and cosmetic blemishes on the Device Receipt of Acceptance form. A schedule will be communicated to guardians and students on when devices will be issued.

Device Checks: Students may be subject to device inspections during campus-designated or random device checks throughout the school year. Device checks allow IT staff to identify common issues and ensure that damages are repaired in a timely manner to minimize instructional interruption. During a device check, students physically show a campus staff member their device and accessories for review of physical condition of all items and to verify all items are working as expected.



Returning Device: At the end of the school year, students will return their Chromebook and charger for maintenance. Any student who no longer attends GISD will be required to return their device and charger when they unenroll. If the device and charger is not returned, the guardian will be held responsible for payment in full. If payment is not received, the device will be reported as stolen property to the proper authorities. As per Texas Education Code section 31.10b(d), a school district may withhold records of students when technological equipment is not returned in acceptable condition or paid for by the student.

Failure to Return Device: District/Campuses can withhold a report card or refuse to transmit/send academic records like transcripts until the materials or device is returned in working condition or paid for if replacement is necessary (per handbook). However, a graduating student cannot be prevented from graduating, participating in the graduation ceremony, or receiving their diploma even if they do not return those materials. Additionally, while a report card can be withheld, it cannot be withheld indefinitely, and parents still have the right to receive a report of their child's grades during a grading period or after the school year (TEC Sec 28.022).

Accidental Damage Protection: Recommended, but not required; Non-refundable (9th - 12th Grade Only)

Parents and guardians may choose to purchase the Accidental Damage Protection, commonly referred to as ADP, to provide coverage for most types of accidental damage to the device. **The cost of ADP for each High School student is \$25.00 annually and is non-refundable.** This fee will cover the first incident of accidental damage.

If Accidental Damage Protection is not purchased and a break occurs, the student will be invoiced for the full amount of the repair. ADP can not be purchased after the break has occurred. Please contact your campus administration for additional details concerning fee waivers and/or reductions.

ADP Payment

Accidental Damage Protection payment is accepted via cash or check and should be paid at the student's campus, in the financial office. Please contact your campus administration for information regarding when and where cash payments can be made.

ADP Coverage

Accidental Damage Protection coverage begins on the first day of payment and ends on the last day of the school calendar year. Please note that the annual ADP payment is non-refundable. The fee will not be prorated for students joining Groveton ISD after the first day of school. If a student withdraws from GISD and then re-enrolls later in the current school year, the coverage



purchased at the student's initial registration will be reinstated, along with any claims made prior to withdrawal.

ADP payment is due by September 1st of the calendar year. New to GISD, students have 20 school days from the date of enrollment to pay the optional ADP.

The first claim of accidental damage will be free, with the deductible increasing by \$25.00 each time a claim is made within the current school year.

Annual DP Fee	Claim #1	Claim #2	Claim #3
\$25.00	Covered by ADP	\$50.00	\$75.00

The ADP does not cover malicious acts, intentional damage, or negligence. Negligence is defined as a failure to take proper care of the device, including, but not limited to, leaving the device unattended or unsecure. A lost or damaged student device that is either intentional or the result of gross negligence, including loss or damage resulting from a failure to comply with this Student Device Handbook, Groveton ISD Student Code of Conduct, Campus Handbooks, Acceptable Use Policy, and all related GISD policies, will not be covered by the ADP. Please see below for a list of coverage inclusions and exclusions.

Coverage Inclusions/Damage Covered by ADP

Accidental damage: Covers damages that impair the performance or operation of the device caused by non-intentional liquid spills in or on the unit, drops, falls, collisions, and any other unintentional event.

Theft: Covers loss due to theft. In the event of theft, a police report must be filed with campus administration within 3 business days.

Fire: Covers loss or damages caused by fire. In the event of a fire, the claim must contain an official fire report from authorities.

Electrical: Covers damages caused by electrical surges.

Natural Disaster: Covers loss or damages in the event of a natural disaster.



Coverage Exclusions/Damage not covered by ADP

Dishonest, Fraudulent, Intentional, or Criminal Acts: Coverage is not provided if damage or loss occurs in conjunction with a dishonest, fraudulent, intentional, negligent, or criminal act.

Protected Case Removal: Coverage is subject to investigation if the GISD device is damaged while not in the district-provided carrying case.

Unapproved Use: Damage caused by use of or installation of unapproved applications, unapproved software, alteration or modification of product in any way, and unapproved accessories which alter the manufacturer's warranty.

Abuse and Negligent damage: Damage caused by abuse, misuse, neglect, or improper usage of the device outside the permitted or intended use described in the Student Device Policy Handbook.

Loss: Loss of a district-provided device is considered negligence and is not covered.

Charger: ADP does not cover the charging cable or charging adapter. ***There will be a \$40 fee for each replacement.*** Replacement chargers must be purchased from Groveton ISD. Chargers purchased from other sources will not be accepted.

Case: ADP does not cover the loss or damage of GISD-issued laptop case. ***There will be a \$25 Fee for each replacement.*** Replacement cases must be purchased from Groveton ISD. Carrying cases purchased from other sources will not be accepted.

Biohazard: Damage as a result of exposure to hazardous materials (blood, urine, vomit; human or animal)

Unauthorized User: Damage caused by anyone who is not a representative of GISD or by loaning the laptop or charger to another student.

Opting Out of the Accidental Damage Protection Fee

All High School students will be offered the \$25.00 ADP policy, but it is optional - guardians are not required to pay.

Repairing or Replacing Your Device (9th - 12th Grade Only)

Each High School student will be provided with a school-issued device for instructional use. If purchased, the ADP will cover the first incident of accidental damage, as well as stolen devices, with a police report. The student and guardian(s) will be held personally and monetarily



responsible for any loss or damage caused by intentional vandalism or negligence concerning the assigned district device.

Chromebook & Components	
Chromebook replacement	\$325.00
Chromebook Repair	\$25.00 - \$150.00+
Power Cord Replacement	\$40.00
Protective Case/Screen Protector Replacement (if installed)	\$25.00
Defacing Device	\$25.00

Reporting Damage, Loss, Theft

Timely reporting of damage, loss, or theft of any Groveton ISD device or accessories is required so that appropriate follow-up action can be taken for any applicable ADP coverage of devices and investigation, if necessary. ***Only Groveton ISD Technology Services is permitted to provide service to a GISD device or accessory. No outside computer services may be used for any type of repairs or maintenance, and will be considered as gross negligence, which will void the ADP coverage.***

Students have 5 school days after an incident, or discovery of an incident, to bring their damaged device to their school's designated device drop-off area where they will fill out a form detailing the issue(s) and provide additional information.

- **GISD Jr Sr High School Campus:** The designated device drop-off location will be the campus Library. Please contact campus administration for additional information.

Failure to promptly report damage, loss, or theft (including, when applicable, filing a report with the appropriate authorities and providing a case number to GISD) impairs Groveton ISD's ability to take responsive action and seek available remedies for lost, stolen or damaged devices. Such failure will be considered gross negligence, which will void any applicable ADP coverage.

Procedure for Technical Difficulties

Groveton ISD devices are fully functional when issued to students for learning. However, devices sometimes malfunction and must be inspected and repaired by GISD technicians. If technical difficulties occur, the GISD-issued device may require technology staff to wipe its local data. Wiping all local data will restore the device to the state in which the user originally received it. All student created files stored on an external miniSD card, USB flash drive, or cloud-based service such as OneDrive or Google Drive should still be intact after the operating



system is restored. However, all other data (music, photos, documents) stored on internal memory, that has NOT been synced or saved, will not be restored. GISD is not responsible for any software or documents deleted due to a reformat and/or re-image.

Contesting Charges

Damaged items are available for a parent to review for seven days after return to the district. After that review period has ended, the damaged items will be repaired, destroyed, or disposed of as Groveton ISD deems appropriate, and there will not be an avenue for the parent to contest the damage(s). All damaged student devices and other accessories will remain the property of Groveton ISD.

Loaner Devices

Loaner devices may be issued to students whose device is being repaired, missing, or left at home. **Only a limited number of loaner devices are available, so receiving a loaner is not guaranteed.** Students who receive a loaner device for use during the school day are responsible for adhering to the policies as outlined in this document, including modification, use, and damage/replacement policies. Please contact your school administration for additional information.

Accidental Damage Fee - ADF (PK - 8th grade only)

Elementary and Jr High students will not be issued a device to take home, and instead will have devices in the classroom for daily use. When breaks do occur, PK - 8th grade students who exceed more than two breaks in a year will be charged an Accidental Damage Fee for repairing the device in increasing increments of \$25.00. Devices reported to be intentionally damaged will automatically be charged the fair-market value of the device.

ADF Payment

If a student has been charged with an Accidental Damage Fee, payment is accepted via cash or check to be paid at the student's campus, in the financial office. Please contact your campus administration for information regarding when and where cash payments can be made.

Accidental Damage Fees Breakdown for Elementary and Jr High

The first two claims of accidental damage will be free for students PK- 8th grade, increasing by \$25.00 each time a claim is made within the current school year.

Claim #1	Claim #2	Claim #3	Claim #4	Claim #5	Claim #6
Free	Free	\$25.00	\$50.00	\$75.00	Full cost of device



Student Responsibilities for Use and Care of GISD Devices

The use of GISD-issued devices and accounts as a technology resource is a privilege, not a right. This section is provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of digital resources. Any violations may result in privileges being terminated, access denied, or disciplinary action.

Students have specific responsibilities when using their Groveton ISD-issued student device, including, but not limited to, the following:

- At all times, students are responsible for their assigned GISD student device and accessories, whether at school or at home.
- If technical issues arise, students must take the device to the designated location as soon as possible.
- Never attempt to repair or reconfigure the device.
- Food or drink is not recommended near the device.
- Students should never carry their GISD-issued device with the screen open.
- Do not expose the device to extreme temperatures or direct sunlight for long periods of time. Extreme heat or cold may cause damage to the device.
- Do not visit inappropriate websites or engage in dangerous or illegal online activities.
- Do not use an GISD device to communicate with others outside of the GISD organization.
- Do not access other student's accounts, files, or passwords.
- Do not use the device for the purpose of cheating.
- Do not modify the device or accessories.

Failure to comply with these guidelines will be treated as failure to comply with the District's Acceptable Use Policy and will be dealt with as specified in the District's discipline code.

Using Your Device At School

The device is intended for educational use at school each day. High School students are responsible for bringing their device to all classes, unless specifically advised otherwise.

Printing: Printing functionality will be available for High School students on a limited basis at school and subject to classroom requirements. Please contact your campus librarian for additional information.

Storage & Charging: Students are responsible for ensuring that their device is secure at all times. Devices should not be left unattended or in an unsupervised area. Devices, cases, or chargers found unsupervised should be turned into the library. If a device needs to be charged mid-day, students may ask their teacher for permission to charge during class.



Internet: Groveton ISD configures district-owned and managed devices for automatic connection to the GISD secure network. There is limited guest network access. All virtual activity is monitored by Groveton ISD administrators. Students may not bring in mobile internet hotspots or set up their own network while in Groveton ISD facilities.

Using Your Device At Home

High School students will take their device home to connect students with learning resources outside the classroom. Students will bring their GISD issued device back to school the following day charged and ready for learning.

Printing: Student devices will not support a physical printer connection. Instead, students may print wirelessly through bluetooth or a cloud printing service.

Storage & Charging: While charging the device overnight, the student should ensure the device is powered off. Charge the device in a dry cool spot that is out of the way of animals or small children.

Internet: Student devices can connect to non-GISD networks when not in Groveton ISD facilities, such as home wireless networks. GISD is not responsible for providing internet access outside of Groveton ISD facilities; however, for areas with limited or no internet access, students can work on offline files and documents. Please visit with your campus librarian for more information.

Charging Your Device

Students are responsible for bringing their GISD issued device fully charged to school every day.

- Do not leave a power cord plugged into the device while in a backpack, purse, or other similar bag. This can cause damage to the device and charger, and poses a safety hazard.
- Do not obstruct the device vents.
- Do not place the device on paper or surfaces covered in carpet, fabrics, or flammable materials while it is turned on or charging.

Screen Care

The device screen can be damaged if subjected to rough treatment. The screens are particularly sensitive to excessive pressure on the screen.

- Do not lean on top of the device or place anything near the device that could put pressure on the screen



- Do not place anything on the keyboard before closing the lid, such as pens, pencils, notebooks
- Clean the screen with a soft, dry anti-static or micro-fiber cloth. ***Do not use window cleaner or any type of liquid or water on the device.***

Personalization

Devices must remain free of any decorative writing, drawing, stickers, paint, tape, or labels that are not the property of Groveton ISD. Spot checks for compliance may be performed by administration or GISD technicians. Students may acquire a fee of \$25.00 for defacing school property. Devices and carrying cases will be labeled in the manner specified by the school. Under no circumstances are students allowed to modify, remove, or destroy identification labels.

- Wallpaper, account profiles, and other potentially damaging decor
 - Any images set as the wallpaper must adhere to the Acceptable Use of Technology Resources Policy. Inappropriate media used as wallpaper or account profiles, including images of guns, weapons, pornographic material, inappropriate language, alcohol, drugs, or gang-related symbols will result in disciplinary action.

Digital Media, Photos, Audio & Video

Students should only use their GISD-issued device and accounts for educational purposes as instructed by a teacher or staff member. The use of mobile devices or GISD issued devices capable of capturing images is strictly prohibited in locker rooms or restroom areas while at school or at a school-related or school-sponsored event.

Microphone: Each student device is equipped with a microphone. The microphone should only be used with teacher permission and for school purposes.

Audio: Earphones are a necessary part of technology use to help minimize distractions and are currently listed on most school supply lists. Earbuds are also considered acceptable. While on campus, students should have sound muted, unless permission is obtained from a staff member for instructional purposes. Please contact your campus administration with questions.

Webcam: Each student device is equipped with a webcam. The webcam should only be used with teacher permission and for school purposes. Students shall not engage in the following inappropriate or unsafe activities including, but not limited to:

- Take photos or record videos, unless directed by a teacher or staff member for instructional purposes
- Take, share, or post inappropriate photos or videos
- Manipulate photos or videos for non-educational purposes or to harass or
- embarrass others



- Violate copyright laws by duplication, modification, and/or distribution of copyrighted materials and media.

Inappropriate Content: All files must be school-appropriate. Inappropriate materials include explicit or implicit references to:

- Alcohol, tobacco, or drugs
- Gangs or gang-related symbols
- Obscene language
- Pornographic material or nudity
- Bullying or harassment
- Discriminatory or prejudicial behavior
- Illegal activities
- Guns or weapons

Important Note: GISD retains the rights to any recording and/or publishing of any student or staff member's work or image. Students must obtain permission to record or publish a photograph or video of any person. Unauthorized recordings are subject to disciplinary action in accordance with GISD School Board Policy. GISD may choose to hold a user liable for any damage to GISD's reputation or systems as a result of a user's misuse of GISD-issued accounts, devices, or/and Internet.

Vandalism

Any malicious attempt to harm or destroy GISD equipment or materials, data of another user on the district's system, or any of the agencies or other networks that are connected to the Internet is prohibited. Deliberate attempts to degrade or disrupt system performance will be viewed as violations of district policy and administrative regulations and possible criminal activity under applicable state and federal laws—this includes, but is not limited to, the uploading or creation of computer viruses. Unauthorized technical work on district equipment will be considered vandalism.

Digital Citizenship

The Texas Education Code (section 28.002) dictates that *“the State Board of Education by rule shall require each school district to incorporate instruction in digital citizenship into the district's curriculum, including information regarding the potential criminal consequences of cyberbullying.”* For more information about digital citizenship and how to keep your student safe, please visit www.common sense media.org.

Email for Students' Purpose: All GISD Jr High and High School students are issued an internal email account. Email allows students to safely and effectively communicate and collaborate with GISD staff and classmates. The effective use of email allows students to develop real-world communication skills and meets the National Educational Technology Standards.



- **Guidelines and Reminders for Email**
 - Email should be used for educational purposes only.
 - Email transmissions may be monitored by the Technology Department at any time to ensure appropriate use.
 - All email and its contents are the property of the district.
 - Email should only be used by the authorized owner of the account.
 - Students need to protect their passwords.
- **Unacceptable Email Use Examples**
 - Non-education related forwards (e.g. jokes, chain letters, images, etc.)
 - Harassment, profanity, obscenity, racist terms
 - Cyber-bullying, hate mail, discriminatory remarks
 - Email for individual profit or gain, advertisement, political activities, or illegal activities

The district and campus administration reserves the right to suspend email use for violations of the student code of conduct.

Social/Collaborative Content: Recognizing the benefits collaboration brings to education, Groveton ISD may provide users with access to websites or tools that allow communication, collaboration, sharing, and messaging among users. Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Posts, chats, sharing, and messaging will be monitored.

Personal Safety: Users should never share personal information, including phone number, address, social security number, birthday, or financial information over the internet. Messages, comments, images, or anything else online that raise concern for a student's personal safety should be brought to the attention of an adult (teacher or staff while at school; parent while at home) immediately.

Device Ownership and Functional Configuration

Student devices are the property of Groveton ISD and are provided to students for instructional purposes only. School officials may take possession of and inspect a device at any time, enlisting the assistance of technical staff on campus or within the district's Technology Services department as needed. Should inappropriate materials or content be discovered on the device or through digital connections made on the device, the device may be retained by school or district staff and other appropriate action may be taken.

GISD Issued Student Accounts

Groveton ISD students are issued a GISD account which they use to sign into GISD owned and managed devices, Google for Education, Microsoft 365, and Classlink. Additionally, students are provided accounts for digital and online resources as part of their curriculum, such as online



textbooks, supplemental resources, assessments, applications, software, and programs. Students use these tools to meet the communication, collaboration, creation, research, and information fluency skills required by the [Texas Essential Knowledge and Skills \(TEKS\)](#).

Students are responsible for using only their assigned GISD digital accounts and are held accountable for the following, but not limited to:

- Students should not share their Groveton ISD password with other individuals.●
- Students should not log into personal Google, Microsoft, or other similar digital accounts while using GISD-owned devices.
- Students should never add a credit card or set up any financial transaction app (such as Google Wallet, Venmo, etc.) to make purchases of any kind, including music, videos, games, or unapproved apps/extensions.

Groveton ISD-issued accounts, internet, and devices are GISD property and are not private. *Users do not have a personal privacy right to any material created, stored, received or sent in or through GISD issued accounts, devices, and/or Internet. By using GISD issued accounts, devices and/or Internet, all users knowingly and voluntarily consent of their usage of these systems being monitored and acknowledge and agree to GISD's right to conduct such monitoring, including activities on a GISD-owned device logged in with a personal account. GISD, in its sole discretion, reserves the right to access, monitor, copy, transcribe, forward, download, capture, and/or disclose all communications sent via any GISD issued accounts, devices, and/or Internet at any time, with or without prior notice.* Violations of GISD's procedures on use of its accounts, devices, and/or Internet may result in disciplinary action up to and including expulsion.

Monitoring & Filtering

Groveton ISD is required by law to utilize certain technology protection measures to promote internet safety, including monitoring and filtering online activities using technology devices and/or accounts. Actions taken or materials accessed on any GISD-owned device, network, or electronic communication device are monitored and filtered by Groveton ISD Technology Services to ensure [Children's Internet Protection Act \(CIPA\)](#) compliance.

- While at home, Internet content will continue to be filtered while students are logged in to their GISD student devices and/or accounts.
- No filtering software can filter 100% of improper content, parents/guardians are responsible for monitoring their child's access to the Internet when the student is at home.
- Unauthorized use of VPNs(extends a private network across a public network, and enables users to send and receive data across shared or public networks as if their computing devices were directly connected to the private network) or proxy servers to bypass GISD's content filter is prohibited. Use of a VPN may result in disciplinary action.



Students should have no expectation of privacy in any information stored on, accessed from, or used within district technology resources. Appropriate district and school officials may monitor district technology resources, including by remote activation, and access its contents in accordance with district policies, procedures and applicable law.

Groveton ISD reserves the right to restrict access to any materials that are inappropriate to students and/or illegal materials. GISD also reserves the right to restrict access to and/or filter any type of direct communications (including electronic messaging and chat rooms) that are outside of the GISD Communication and Information Systems and/or Internet.

Guardians and students should be aware that certain activities are monitored and filtered when students are logged in to the Chrome browser through a **Groveton ISD Google account, regardless of the device used to log in. If a student logs in to their Groveton ISD Google account on a personal device (e.g., a personal computer at home, cell phone, etc.), he or she must log out of the GISD Google account when it is no longer in use. Failure to do so could result in unintentional monitoring and filtering of activities on the personal device for non-school purposes by the student or other individuals.**

Software

Students are not permitted to install additional software on any Groveton ISD owned device, other than what has been approved and provided in the Software Center by GISD Technology Services.

Students should not download unauthorized files, applications, extensions, or software. Any student who adds unauthorized items to their Groveton ISD device will be required to return the device and the district may place certain restrictions on the student's use of or access to district technology resources.

Virus Protection

Chromebooks: Virus protection is unnecessary on the Chromebook due to the unique nature of its design, and its inability to install third-party applications.

Security

Users are expected to take reasonable safeguards against the transmission of security threats over the school network. This includes not opening or distributing infected files of programs and not opening files or programs of unknown or untrusted origin. If you believe a GISD device you are using might be infected with a virus, please alert the administration. Do not attempt to remove the virus yourself or download any programs to help remove the virus.



Limitation of Liability

Groveton ISD will not be responsible for damage or harm to persons, files, data, or hardware. While GISD employs filtering and other safety and security mechanisms, and attempts to ensure their proper function, it makes no guarantees as to their effectiveness. GISD will not be responsible, financially or otherwise, for unauthorized transactions conducted over the school network. Users are expected to follow the same rules for good behavior and respectful conduct online as offline. Misuse of school resources may result in disciplinary action.

