

As the District moves forward with its distance learning program, we would like to call your attention to some guidelines about using those learning tools. These guidelines are intended to ensure that all students can access the distance learning platform in a manner that is safe, secure, and equitable, and that makes the learning experience as meaningful as possible for all students involved. With that in mind, please take note of the following:

1. Please make your student available for learning during the time that instruction is being provided. To the extent possible, please have your student participate in instruction in a private and quiet room, with adequate lighting, and a writing surface.
2. Please avoid disruptions or distractions to your student while class is in session.
3. To preserve the integrity of the instruction, individuals not enrolled in the class should not be present during instruction. Please be mindful of the fact that unless your student has the video function disabled and the microphone muted, others participating in the class can see and/or hear your student and others within range of the video and audio equipment.
4. To ensure that the instructional environment remains safe and productive, please ensure that your student's communications during distance learning / independent study are respectful, and not obscene, slanderous, or disruptive. Your child's clothing should be appropriate attire for a classroom setting.
5. Materials provided to your student through the distance learning / independent study program remain the property of the District and may not be reproduced or distributed for commercial purposes without the District's prior written consent.
6. Students and parents are not permitted to record, share, or otherwise distribute classes unless they have received the District's written permission to do so.
7. A student may record a class if recording of instruction is included in his or her IEP or Section 504 Plan. However, he is she is still not permitted to share or otherwise distribute the recording, except as necessary to implement the IEP or Section 504 Plan.
8. The District cannot monitor or supervise the student's use of the internet while the student is at home and/or off campus, even while using District technology. Parents are therefore advised to supervise their own student's internet and social media usage.
9. Please be aware that the student's name, voice, image and email address may become visible to others participating in the virtual classroom, and that his or her questions, answers, comments, and work product may be shared among a small group and/or the class, along with other students' questions, answers, comments and work product, as part of the learning experience. If you do not wish to have your student's email address visible to other classroom participants, you are encouraged to explore how to block that information with the provider of the platform being used (e.g. Zoom, Google, etc.). You may also contact the District's Information Technology Department at 209-933-7090 for assistance.
10. Please note that, to the extent necessary, the District will provide the names and email addresses of student participants to the host of its distance learning platforms (e.g., Zoom, Google, etc.). Pursuant to District Administrative Regulation 5125, the District considers those vendors to have a legitimate educational interest in the information to the extent that information is necessary for them to operate the distance learning program.

11. Please be advised that District policies and regulations regarding students' use of technology and the Acceptable Use Agreement that you and your student signed remain in effect. Under those rules:

Students are expected to use District technology safely, responsibly, and for educational purposes only. The student in whose name District technology is issued is responsible for its proper use at all times. Students shall not share their assigned online services account information, passwords, or other information used for identification and authorization purposes, and shall use the system only under the account to which they have been assigned.

Students are prohibited from using District technology for improper purposes, including, but not limited to, use of District technology to:

Access, post, display, or otherwise use material that is discriminatory, libelous, defamatory, obscene, sexually explicit, or disruptive

Bully, harass, intimidate, or threaten other students, staff, or other individuals ("cyberbullying")

Disclose, use, or disseminate personal identification information (such as name, address, telephone number, Social Security number, or other personal information) of another student, staff member, or other person with the intent to threaten, intimidate, harass, or ridicule that person

Infringe on copyright, license, trademark, patent, or other intellectual property rights

Intentionally disrupt or harm District technology or other District operations (such as destroying district equipment, placing a virus on District computers, adding or removing a computer program without permission from a teacher or other District personnel, changing settings on shared computers)

Install unauthorized software

"Hack" into the system to manipulate data of the District or other users

Engage in or promote any practice that is unethical or violates any law or Board policy, administrative regulation, or District practice

We ask that you please review these rules with your student and remind them that their compliance with these rules is mandatory while they are participating in the District's distance learning program.

12. The District wishes to make its distance learning program available to all of its students, regardless of socio-economic status, language abilities, disability, or other barriers that may exist. If your student has difficulty accessing the technology or the curriculum, please contact the District at 209-933-7030 for assistance. The District will make best efforts to provide the materials and resources necessary for all students to access instruction.