



## SMOKY VALLEY VIRTUAL CHARTER SCHOOL

### Student/ Parent Contract and Technology Use Policy

#### SVVCS STUDENT CONTRACT

As a student enrolled in SVVCS and USD 400, I agree to the following terms and conditions of enrollment:

1. I understand it is my responsibility to promote academic integrity, and hereby promise to complete my own schoolwork using my own effort and abilities. I will not provide unethical academic assistance to other students, nor will I accept unethical academic assistance from any one else while enrolled as a student of SVVCS. I understand that any violation of academic integrity will result in disciplinary action by the school administration, and may be grounds for expulsion from the school.
2. I understand that if I choose to use a USD 400 computer for my studies, I am responsible for all damages that occur while the computer is checked out to me.
3. I agree to complete all assignments and projects assigned for each of my classes, and will adhere to the posted due dates. I agree to complete or exceed the number of weekly lessons agreed upon by teacher and student (unless otherwise specified, this is 30 hours or unit “steps” per week)
4. I understand that I must attend school online before, on and after September 20<sup>th</sup> as part of the mandatory count days for Kansas schools. Which includes two days of 6 hours each day(from 12am-12pm). If requested, I agree to complete the Academic Activity Log for each of the required days and submit them to the SVVCS office at the time specified at orientation.  
  
1<sup>st</sup> Count Day \_\_\_\_\_ 2<sup>nd</sup> Count Day \_\_\_\_\_
5. I understand that as a student of SVVCS, I may be required to take the Kansas State Assessments on specified days at Smoky Valley Virtual Charter School in Spring of 2017.
6. I promise to answer email, text or phone messages from my teacher or the school within 24 hours. I will adhere to the expectations of my teachers in terms of communicating with each of them through web conferences and email.
7. I promise to attend all scheduled on-site meetings and on-line final assessment appointments.
8. I agree to abide by the policies listed in the SVVCS Student Handbook.
9. I understand that failure to abide by the components of this Student Contract will result in my being placed on academic probation for the next semester, and may result in suspension or expulsion from SVVCS.



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### **USD 400 Technology Acceptable Use Policy:**

- 1.) **Acceptable Use:** Informal rules of behavior have evolved for the use of technology and communication of the Internet and other online services. All users of Smoky Valley USD 400's computers and networks are expected to abide by the generally accepted rule of technology usage and etiquette. Collectively, they help to identify a level of acceptable use of the technology in USD 400.
- 2.) **State Law and Local Policy:** Violations of the policies and procedures of Smoky Valley USD 400 and/or Kansas Law concerning the use of technology will result in disciplinary action.
- 3.) **Penalties:** Any user violating these provisions, state, and/or local policies, applicable state and federal laws or posted classroom and district rules is subject to loss of technology privileges and any other district disciplinary options, including criminal prosecution. School and district administrators will make the final determination as to what constitutes unacceptable use and their decision is final.
- 4.) **The following levels of punishment may be enforced by the administration.** While the levels may be implemented in order, nothing prevents the administration from selecting any step depending on the facts and the severity of the violation.

**Level 1:** A student willfully violating the Acceptable Use Policy of USD 400 may lose the use of the USD 400 laptop for a number of days decided by District Administration.

**Level 2:** A student who, after a Level 1 loss of privileges, continues to engage in serious or persistent misbehavior by violating the districts standards of conduct may lose the use of the USD 400 Laptop for the remainder of the school year or remaining school years and may be recommended for expulsion.

**Level 3:** A student who engages in conduct on the Internet that contains the elements of the offense of criminal mischief, as defined by state and federal law could be expelled.



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### Rules for Technology and Internet Use – SVVCS

1. Never share your passwords. You are accountable for all access to websites, software, computers, and technology for which you are assigned a school password.
2. Treat all technology with respect. Do not vandalize any technology equipment. Deliberate attempts to degrade the USD 400 network, local networks or to disrupt system performance will result in disciplinary action.
3. Obey rules of copyright. (For more information see page 7 Student Handbook – *Cheating/Plagiarism.*)
4. Avoid any technology activity, which is illegal or involves inappropriate language, pictures, or graphics. E-mail and all other forms of electronic communication are to be used in a responsible manner. Students may not use vulgar, derogatory, or obscene language.
5. Do not give out any personal information, anonymous or false information on the Internet.
6. Class work is the priority for school issued computers. Students who are declared absent because of not completing work may be required to return the school issued laptop.
7. Printing to school printers is limited to class work only.
8. Students may not engage in personal attacks or harassment of others, and may not post information about other students or teachers online without their permission.
9. Installation of peer-to-peer file-sharing programs is strictly forbidden. (Ex. LimeWire) Using iTunes or similar programs to share music is also forbidden.
10. I understand that failure to abide by the components of this Student Contract may result in the loss of the school laptop and/or being placed on academic probation for the next semester, and may result in suspension or expulsion from SVVCS.

Any violation of these rules will result in disciplinary action.

My signature below indicates that I understand the terms of this student contract and its policies concerning academic integrity, attendance, and technology usage as written above, and accept responsibility for adhering to this agreement.

Signature of Student: \_\_\_\_\_



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**Photograph/Video Release**

I DO \_\_\_\_\_ or DO NOT \_\_\_\_\_ give permission for my child's school related photographs or videos, student generated work, and my child's first name to be posted on the SVVCS web page which also includes other social media resources (Facebook). SVVCS will not include the address, telephone number, social security number or student identification number of any student. SVVCS faculty and staff are not held liable for the release of information permitted by the agreement

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Adult Student (19 years and over) Signature \_\_\_\_\_ Date \_\_\_\_\_



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### SVVCS PARENT CONTRACT (For students age 17 and under)

As a parent of a child who is enrolling in SVVCS, I agree to the terms and conditions of the Student Contract, and I have read and understand the following Parent Contract:

1. I understand the importance of supporting my child's effort to maintain academic integrity in regards to completing assignments, projects, papers, and exams online. I will not provide unethical academic assistance to my child, but will provide learning support by monitoring his or her online efforts to complete assignments, projects, papers, and exams in an honest and ethical manner. I understand that any violation of academic integrity will result in disciplinary action by the school administration, and may be grounds for suspension or expulsion from the school.
2. I understand that my child must have a person of majority age to work as the *Education Coach* while my student is enrolled in Smoky Valley Virtual School. The Education Coach is responsible for checking student work each day, answering simple questions, verifying that the student has replied to any contact from the teacher or from the school and ensuring that the student is working each day.

\_\_\_\_\_ Education Coach is \_\_\_\_\_  
Student Name Education Coach Name

His/Her contact information is \_\_\_\_\_  
Email & Phone Number

3. I understand that it is my responsibility to provide and pay an Internet Service Provider (ISP) for a connection to the Internet for access to online lessons, email and web conferences. I also understand that a DSL or faster connection speed is required to be able to use the video component of web conferencing.
4. I understand that the school is not responsible for or able to filter content streaming through my home Internet connection.
5. I understand that I must maintain an email address for school communication and that my student(s) must also have email accounts provided by my Internet Service Provider.
6. If my student uses a USD #400 laptop I agree to pay the computer/administrative fee of \$50 prior to the start of the new school year, and also agree to pay the deductible on



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the policy should the computer assigned to my student break, become lost, or sustain damage while in our possession. (*See attachment titled "Repair Costs."*)

7. I know that I am liable for the cost of replacement (including repair) for willfully damaged, lost, or destroyed books, computers, software, or other school property issued to me by SVVCS.
8. I understand that our "Education Coach" or I must supervise my child's work for the State required "count days"; that I will document the time my student spends online and off line; and will sign, date and return the Student Activity Log within the time specified at enrollment.  
(Students whose Student Activity Logs have not been correctly filled out, signed, dated and returned by the final date will be withdrawn from SVVCS.)
9. I understand it is my responsibility to provide support needed to allow my child to successfully complete the required state assessment and semester testing that may require travel during the school year. (The dates for assessments and count days are noted on the SVVCS Student calendar.)
10. I will read and reply to contact (email, text, phone calls) from the school within 24 hours of receipt. I will read all announcements/calendar items and remain up-to-date with events and activities that my child has the opportunity to participate in.
11. I understand it is my responsibility to notify the school immediately in case of any problem with email, logging onto the network, accessing the curriculum, or attending web conferences or change of address, phone number or email.
12. I understand that personal software cannot be loaded onto the school's computer without prior consent of the SVVCS administration

My signature below indicates that I have read and understand the SVVCS Student Handbook, Student Contract, the Technology Use Policy, and the Parent Contract as written above, and accept responsibility for adhering to them.

Signature of Parent: \_\_\_\_\_ Date: \_\_\_\_\_