



MIS Technology Use Agreement and Online Behavior Expectations

Users of the MIS network, computers, and Internet services provided by MIS must adhere to the following rules and acknowledge their consent by signing this Parent Consent Form.

This following will guide our actions as we work together using technology. The same behavioral expectations for school apply while engaging in online/remote learning.

Guideline #1: **SHOW RESPECT**— Respect yourself and others, the school materials and the environment.

Guideline #2: **SHOW RESPONSIBILITY**— Take responsibility for your actions, your belongings, and your learning.

Guideline #3: **SHOW SELF CONTROL**— Keep your hands, feet, and objects in your own space. Use kind words and actions.

Guideline #4: **SHOW INTEGRITY**— Demonstrate honesty in your thinking, your words, and your actions

1. Access to the Missoula International School network, computers and Internet is considered a privilege. Anyone found using access in an inappropriate way may be denied privileges, either temporarily or permanently, at the sole discretion of the Head of School. This includes abuse of hardware and accessories.
2. Use of the MIS network, computers, and Internet should support education and research and be consistent with the mission of MIS.
3. Use of inappropriate language is not permitted. Profanity, obscenity, and disrespectful speech that is harmful or offensive to others, in electronic communication, is inappropriate and violates school rules.
4. Accessing or downloading offensive or sexually explicit material is prohibited.
5. Account users are ultimately responsible for all activity under their account. Therefore, unless expressly directed to do so for classroom or maintenance reasons by faculty, staff or administrators, users are not to share passwords with others.
6. Users may not attempt to gain unauthorized access to other people's accounts or files. Users may not modify files or obtain copies of data files belonging to the users without their written permission of the account registrant. Users must not misrepresent one's identity in electronic communications or any other use of the network or Internet.
7. Users must respect copyright or other legally protected status of programs, books, articles, and data.
8. Personal information regarding students, such as addresses, telephone numbers, and last names, are confidential and must never be used when communicating via the internet. For personal safety reasons, students must never provide personal information about themselves or anyone else.
9. No user may release any personal information (address, telephone number, last name, etc.) about any other person associated with the Missoula International School.

10. Students must never make an appointment to meet in person someone who they have contacted via the Internet.
11. Students must notify their teacher or other adult whenever they come across information or messages that are dangerous, inappropriate, or make them feel uncomfortable.
12. Diligent effort must be made to conserve system resources like printer ink and paper.
13. Installation of software and setting changes must be done by a Network Administrator.
14. Users of the MIS network, computers or Internet should have no expectation of privacy. MIS Network Administrator or the Head of School (or her designee) may access files in any account at any time, with or without notice. MIS uses third party applications to further the educational program, including but not limited to Google Workspace for Education, Scratch, Raz-kids, Canva, etc. These applications are subject to change at the discretion of the school.
15. MIS uses Bark for Schools to monitor students' internet use.
16. Students may not remove technology items from the school without express permission.
17. MIS does not provide technical support to personal technology devices.
18. This agreement will be updated annually and will be reviewed each fall with students prior to the use of said technology.
19. Users, at all times, are expected to demonstrate the IB Learner Profile as a digital citizen.
20. Users understand that the school will be monitoring all communications at school or on school platforms outside of school.
21. Private communication among students through the MIS google platform is expressly forbidden.
22. Playing video games is expressly prohibited at school.
23. Changing VPNs is expressly prohibited.
24. Use of Chat
25. Student use of personal cell phones or other devices beyond the computer or tablet assigned from the school is not allowed.. All phones/watches/personal devices must be checked in with homeroom teachers at the start of the day.
26. Using a personal electronic device outside of school in a way that impacts the school community may result in action by the school

When behavior expectations are not met, teachers will report the incident to the Assistant Head of School and students will be suspended from technology use until a plan is developed with parents.

By signing below, I acknowledge that I have read, understand and agree to the terms of the Technology Use Agreement.

Signature _____ Date _____