

# LIBERTYVILLE SCHOOL DISTRICT 70

Adler Park School · Butterfield School · Copeland Manor School  
Rockland School · Highland Middle School

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## Getting Connected in District 70

Welcome to the tips and tricks for plugging into District 70. We've put together a short list to help you connect with your school(s), as well as the entire district so you will always know the latest news and developments.

### District Web Site: [www.d70schools.org](http://www.d70schools.org)



Here you will find the latest news about the district, as well as links to departments, schools, calendars, district newsletters, business partners, employment, and teacher podcasts.

You also will find the *Virtual Backpack*, which contains links to important and approved community and non-profit flyers.

### E-mail Updates:



Through your school's website, *register your e-mail address* so you will receive news directly from your school(s) and important breaking news from the district. This is the best way to get the news to come to you. (Click the link for Parent E-Mail in the top menu and follow the directions.)

### Facebook:



A link to the District 70 FaceBook "fan page" can be found on the main website, [d70schools.org](http://d70schools.org), as well as all the individual school sites. Here we post news from around the district, and offer two-way conversations for comments and questions.

### Twitter:



Link to the District 70 Twitter page [@LibertyvilleD70](https://twitter.com/LibertyvilleD70) where the district posts brief headline news.

### SchoolMessenger:



This is an automated calling system that calls you at your home phone number and sends an email when school is canceled because of severe weather or in the event of any important breaking news. You, as a parent, are automatically included in this service when you register your child for school and provide your home phone and email information, but **please inform your school(s)** if you change phone numbers or email during the school year.

## **Attention New Families. . .** **Register your email address to stay informed!**



### **Libertyville District 70 Communication has Gone Green!**

To be more ecologically friendly, all Libertyville District 70 communications are now sent via email. School newsletters are published online, offering parents and students easy access to pertinent information. Each time a school newsletter is published, an email notification is sent to parents **who have registered their email address with their child's school**. Approved flyers from community and non-profit agencies also are published online under the **Virtual Backpack** on each school's web site and on the district web site. Remember to check the backpack often to stay informed.

### **Parent Email Addresses are Essential!**

In order to make this approach successful, it is essential to have current parent email addresses in our system. Some of the school/district information that is sent via email includes the following:

- ❖ School Closings (i.e. weather)
- ❖ Parent/Teacher Conferences
- ❖ School Newsletters
- ❖ Family Association Information

**To register your email address go to your school's website and click on "Parent Email" then follow the registration instructions on the screens.**

- **Adler Park:** [www.d70schools.org/adler](http://www.d70schools.org/adler)
- **Butterfield:** [www.d70schools.org/butterfield](http://www.d70schools.org/butterfield)
- **Copeland Manor:** [www.d70schools.org/copeland](http://www.d70schools.org/copeland)
- **Highland Middle:** [www.d70schools.org/highland](http://www.d70schools.org/highland)
- **Rockland:** [www.d70schools.org/rockland](http://www.d70schools.org/rockland)

We understand that some families may not have access to the Internet at home or at work and, therefore, may require a paper version of newsletters. A limited number of printed school newsletters and flyers will be available for pick up at the school office.

# LIBERTYVILLE SCHOOL DISTRICT 70

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847-362-9695

## Libertyville District 70 Acceptable Use Procedures and Guidelines for Students

### Statement of Purpose

Libertyville School District 70 believes that all students should have access to educationally appropriate technology when they act in a responsible, trustworthy, courteous and legal manner. Internet access, online services, and 21<sup>st</sup> century learning technologies improve student communication and student collaboration skills, provide access to people and material from all over the world, and build digital citizenship skills. The purpose of this policy is to establish guidelines for student use of the district's technology systems and equipment (**see definitions**), including those that provide access to the Internet. Network and Internet access is provided for students as a tool for learning. All such use must be for educational purposes, be consistent with the goals and objectives of School District 70, and conform to the requirements of all district policies regarding student conduct and behavior.

Internet access is a privilege, not a right, and carries responsibilities with it. The failure of any users to conduct themselves according to the terms of District 70 policies and to follow the provisions of these Acceptable Use Procedures and Guidelines may result in loss of privileges, disciplinary and/or legal action. The signatures provided in electronic format on the District's registration forms, or on any paper versions of same, are legally binding indicating that the persons signing them have read the terms and conditions and understand their significance.

### Definitions

**Technology systems and equipment:** shall include software, desktop and laptop computers, servers, networks, printers, telephones, faxes, PDAs or other portable devices, cameras, scanners, external drives or devices, and other emerging technologies. Student owned computers or other devices may not be installed or used on the District 70 network.

**Privacy:** Libertyville School District 70 reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage, including email. All such information files shall be and remain the property of Libertyville School District 70 and no user shall have any expectation of privacy regarding such materials.

**Limitations:** Use of the Internet is undertaken at the user's discretion. District 70 is not responsible for any information that is retrieved via the Internet. The District specifically denies responsibility for the suitability, reliability, accuracy, or timeliness of Internet information. The District is not responsible for any information that may be lost, damaged or otherwise unavailable when using the network, nor for loss resulting from delays, non-deliveries, missed deliveries, or service interruptions. District 70 makes no warranties, express or implied, for Internet services. The District retains the right to perform upgrades and scheduled or unscheduled maintenance, which may make equipment and systems temporarily unavailable to students and staff.

## **Acceptable and Unacceptable Use For Students**

### **Acceptable Use:**

Access to, and use of the technology systems and equipment provided by District 70 must be for educational purposes only, and must be consistent with the educational objectives of the District.

### **Unacceptable Use:**

The user is responsible for his/her actions and activities involving the use of the district technology systems and equipment. Examples of unacceptable use include, but are not limited to:

- a. Sharing of, or asking for the passwords or account information of others.
- b. Logging into the system as anyone other than yourself.
- c. Invasion of privacy, including accessing or modifying accounts or data of other users; or disclosing personal identifying information about others.
- d. Illegal activity, including copyright violations such as downloading or uploading software or media.
- e. Vandalism, including intentionally or recklessly causing damage to any equipment, entity, data, or website.
- f. Posting, accessing, publishing, or displaying material that is defamatory, inaccurate, abusive, obscene, profane, threatening, racially or sexually offensive, harassing or illegal.
- g. Use of the technology systems and equipment for personal financial gain or advertisement, including gambling.
- h. Circumventing anti-virus, user authentication, content filters, or other security features.
- i. Installing or running unauthorized software on the District's computers or network without the permission of the Technology Department.
- j. Attempting to commit any action that would constitute an unacceptable use if accomplished successfully.

## **Consequences for Violations**

Violations of these policies will result in consequences, which may include, but are not limited to:

- a. Notification of parents/guardians
- b. Suspension or revocation of technology privileges
- c. School consequences (detentions, suspensions, expulsions)
- d. Civil or criminal prosecution