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Summary of Are the Middle School Students in San Mateo County Trained in Issues of Internet Safety?

Issue

What is the extent and adequacy of Internet safety instruction offered to sixth, seventh and eighth grade students in San Mateo County schools?

Summary

The use of the computer and Internet access has become an invaluable tool for students starting at the elementary level. They have learned about computers at school and have sufficient experience so that in many cases they are more savvy users than their parents. The Internet has become an integral part of their lives. With the many benefits come some safety risks that should be addressed at early levels of computer access. The 2006-2007 San Mateo County Civil Grand Jury (Grand Jury) surveyed elementary school districts in the County and interviewed educators, law enforcement officials and curriculum providers. As a result of this investigation, the Grand Jury concluded that while some Internet safety is taught in our schools, there is no district-wide, established curriculum for this topic. The Grand Jury recommends that the school districts in San Mateo County establish formal Internet safety programs for all sixth, seventh and eighth grade students.



Are the Middle School Students in San Mateo County Trained in Issues of Internet Safety?

Issue

What is the extent and adequacy of Internet safety instruction offered to sixth, seventh and eighth grade students in San Mateo County schools?

Background

Today's preteen and teenaged students have grown up with home computers. They have learned about computers at school and have sufficient experience so that in many cases they are more savvy users than their parents. The Internet is an integral part of their lives.

A report in the *Journal of Computer-Mediated Communication*¹ estimated that over 17 million American teenagers, ages 12 through 17, use the Internet. This is 73% of those in this age bracket. The American Medical Association Alliance has estimated that one in seven children between the ages of 12 and 17 had received unwanted sexual solicitation via the Internet, one in three was exposed to unwanted sexual material, and one in eleven had threatening or offensive behavior directed at them. It is clear that a new generation of safety risks accompanies our youth's acceptance of and proficiency with computer technology. Such things as cyber-predators and cyber-bullying are threats with which students must learn to deal.

Many preteen and teenaged students have been exposed to cyber-predator activity while on social networking sites such as MySpace and Friendster. The Center for Missing and Exploited Children reported that there were more than 2,600 incidents of adults using the Internet to entice children in 2006². Most incidents occurred on social networking sites.

¹ Vol. 12, No. 2 (2007)

² www.missingkids.com

Cyber-bullying, i.e., the use of social networking sites and other forms of electronic communication to humiliate or threaten others, is a growing problem among preteens and teenagers. Rosalind Wiseman, an educator and national expert on cyber-bullying, states in an article in *Parade Magazine*³ that 75% of middle school students have visited a website bashing another student and 40% have had their password stolen and changed by a bully.

Some school districts within San Mateo County (County) enroll sixth, seventh and eighth grade students in middle schools, while others have sixth, seventh and eighth grades as part of an elementary program (K-8). This report focuses on the computer safety needs of students in these three grades, regardless of whether or not they are separated in a middle school.

Investigation

The 2006-2007 San Mateo County Civil Grand Jury (Grand Jury) surveyed 20 elementary school districts in the County to determine how much Internet safety instruction was provided.

The Grand Jury interviewed members of the Rapid Enforcement Computer Team Taskforce (REACT). REACT is a multi-jurisdictional task force supervised by the FBI. It includes members of the County Sheriff's Department and other local law enforcement agencies that focus on technology crime investigations. REACT gave Grand Jurors an overview of the safety issues connected with the use of the Internet by preteen and teenaged students.

The Grand Jury researched organizations offering instructional support and curriculum to schools and community groups, met with representatives of these organizations, and attended a workshop on this topic.

The Grand Jury interviewed school district representatives. Instructors of formal Internet safety programs at two private schools were also contacted.

Findings

- All middle schools in the County appear to be in compliance with California Education Code Sections 18030.5, which require them to establish rules for use of school-provided computers and Internet connections. All elementary school districts in the County have developed Acceptable Use Policies (AUP) that are much like contracts. They outline how students are to use school-provided computer technology, including what uses are or are not allowed, and the consequences for violating the policy. Typically, the student, and the student's parents sign the AUP.

³ February 25, 2007

- According to the survey, County districts spoke have technical liaison positions in each middle school. These positions interface with a lead technical advisor in their respective district offices who may provide workshops and updates for the schools' technical liaisons.
- Many elementary school districts offer handouts and display posters (see Appendix A) cautioning students about cyber-bullying and cyber-predators, as well as warning students of the potential dangers inherent in social networking sites, such as MySpace and Friendster.
- Some County middle schools include Internet safety as part of the instruction in computer science classes, but no public elementary school district has established a curriculum that specifically deals with Internet safety.
- Several organizations offer Internet safety support to schools, parents and students; some also offer curriculum and consultation. Of the organizations researched by the Grand Jury, a nonprofit foundation called i-SAFE provided the most comprehensive and detailed training and support. It offers a K-12 curriculum and a community outreach program to students, law enforcement and community. i-SAFE is funded by the U.S. Department of Justice and does not charge for its services.
- Some schools in the County have Internet safety components in computer lab classes, but not all students are required to attend these classes.
- The survey results of all school districts in the County indicate that there is no district-wide curriculum covering issues of cyber-predators, cyber-bullying or appropriate off-campus computer use.

Conclusion

The Grand Jury concludes that Internet safety instruction for sixth, seventh and eighth grade students in the County should be expanded and formalized.

Recommendations

The San Mateo County Civil Grand Jury recommends that the Board of Trustees of each elementary school district in the County:

1. Adopt an Internet safety program for all sixth, seventh and eighth grade students. This program should be based on the i-SAFE model and be implemented no later than the 2008-2009 school year.
2. Adopt an Acceptable Use Policy that clearly defines cyber-bullying and includes a no-tolerance policy of cyber-bullying activities with detailed consequences if this policy is broken.

Millbrae School District
555 Richmond Drive
Millbrae, CA 94030

June 26, 2007

Hon. John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

Dear Judge Grandsaert:

The Millbrae School District is in receipt of the Grand Jury Report of June 21, 2007 which contains findings and recommendations re: Summary of: Are the Middle Schools in San Mateo County Trained in Issues of Internet Safety?

In response to the Grand Jury's recommendations, the Millbrae School District submits the following:

1. **Recommendation:**

Adopt an Internet safety program for all sixth, seventh and eighth grade students. This program should be based on the i-SAFE model and be implemented no later than the 2008-09 school year.

District Response:

The Millbrae School District agrees that Internet Safety is a priority and that middle school students should receive instruction re: its importance. However, further analysis is needed regarding whether or not a formal program such as i-SAFE is appropriate instruction. The matter of Internet Safety instruction will be referred to the District Technology Committee for further research and study and to determine whether this recommendation is warranted and reasonable.

2. **Recommendation:**

Adopt an Acceptable Use Policy that clearly defines cyber-bullying and includes a no-tolerance policy of cyber-bullying activities with detailed consequences if this policy is broken.

District Response

The Millbrae School District agrees that Acceptable Use Policies are essential prior to student use of the Internet.

The Millbrae School District has implemented an "Ethical Use Agreement For Technology & Internet Safety Requirements" for students which is very detailed and specific, and is updated on a regular basis. Students and parents are required to sign a new agreement annually before students are permitted Internet Access.

Hon. John L. Grandsaert
June 26, 2007
Page 2

The recommendation that this agreement “clearly define cyber-bullying and include a no-tolerance policy of cyber-bullying activities with detailed consequences if the policy is broken” will be referred to the District Technology Committee for further analysis and study and to determine whether the recommendation is warranted and reasonable.

Sincerely,

Karen K. Philip
Superintendent

c: Board of Trustees
Admin, Dr. Martin
Technology Committee
Michele Dawson
Frank Logomarsino

ar



Administrative Offices

1011 Altschul Avenue
Menlo Park, CA 94025
(650) 854-2880
www.llesd.k12.ca.us

Las Lomas School

299 Alameda de las Pulgas
Atherton, CA 94027
(650) 854-5900
[Kindergarten – Grade 3]

La Entrada School

2200 Sharon Road
Menlo Park, CA 94025
(650) 854-3962
[Grades 4-8]

June 29, 2007

Honorable John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center: 2nd Floor
Redwood City, CA 94063-1655

Dear Judge Grandsaert:

The following comments are in response to the Grand Jury Recommendations related to Internet Safety for sixth, seventh, and eighth grade students:

- 1. ...each elementary school district in the County should adopt an Internet safety program for all sixth, seventh and eighth grade students. This program should be based on the i-SAFE model and be implemented no later than the 2008-09 school year.***

We agree, and the recommendation has been implemented. The Las Lomas Elementary School District has had an Internet safety program and access guidelines for several years. Materials are distributed at the beginning of each school year and to each new enrollee throughout the year. 6th grade students participate annually in a training session delivered by a police officer who represents / is trained in the i-SAFE model. Sessions are also provided for parents.

- 2. ...each elementary school district in the County should adopt an Acceptable Use Policy that clearly defines cyber-bullying and includes a no-tolerance policy of cyber-bullying activities with detailed consequences if this policy is broken.***

We agree, and the recommendation has been implemented. The Las Lomas Elementary School District has had an Acceptable Use Policy for seven years. The terms of the Agreement signed by parents and students are reviewed by staff annually and updated. "Cyber-bullying" activity has been addressed in Board Policy 6163.4 by implication since the beginning, but the specific term "cyber-bullying" will be added in the Agreements to be signed in September 2007. The middle school student handbook already includes an explanation of / consequences for cyber-bullying.

Sincerely,

Mary Ann Somerville
District Superintendent

South San Francisco Unified School District

Response to the San Mateo County Grand Jury Report Middle School Students Internet Safety Report

July 2, 2007

Grand Jury Findings

1. "All middle schools in the County appear to be in compliance with California Education Code Sections 18030.5, which require them to establish rules for use of school-provided computers and Internet connections. All elementary school districts in the County have developed Acceptable Use Policies (AUP) that are much like contracts."

SSFUSD Response: Agrees

2. "...County districts ...have technical liaison positions in each middle school. These positions interface with a lead technical advisory in their respective district offices who may provide workshops and updates for the schools' technical liaisons."

SSFUSD Response: Agrees

3. "Many elementary school districts offer handouts and display posters cautioning students about cyber-bullying and cyber-predators, as well as warning students of the potential dangers inherent in social networking sites, such as MySpace and Friendster."

SSFUSD Response: Agrees

4. "Some County middle schools include Internet Safety as part of the instruction in computer science classes, but no public elementary school district has established a curriculum that specifically deals with Internet safety."

SSFUSD Response: Agrees

5. "Several organizations offer Internet safety support to schools, parents and students; some also offer curriculum and consultation. Of the organizations research by the Grand Jury, a nonprofit foundation called I-SAFE provided the most comprehensive and detailed training and support...."

SSFUSD Response: Disagrees; the District has not assessed available services and programs and is unable to endorse a specific curriculum until that analysis has been completed.

6. "Some schools in the County have Internet safety components in computer lab classes, but not all students are required to attend these classes."

SSFUSD Response: Agrees

7. “The survey results of all school districts in the County indicate that there is no district-wide curriculum covering issues of cyber-predators, cyber-bullying or appropriate off-campus computer use.”

SSFUSD Response: Agrees

Grand Jury Recommendations

1. **“Adopt an Internet safety program for all sixth, seventh and eighth grade students. This program should be based on the I-SAFE model and be implemented no later than the 2008-2009 school year.”**

SSFUSD Response: The recommendation requires further analysis. (a) The District has not had the opportunity to assess available services and curricula dealing with cyber-safety. (b) The existing curriculum requirements are already extensive, leaving little room in the master schedule for yet another program or curriculum. (c) Implementation of a curriculum that would reach all students along with the necessary accompanying professional development present major time and financial challenges. (d) The six month deadline stated in the Grand Jury letter dated June 21 is not realistic.

The District will assign the analysis of available Internet safety curricula and services provided by third party organizations to the Educational Technology Committee, composed of representatives from Education Services, site administrators and media/library teachers. The Committee will develop recommendations to Education Services regarding (a) the cyber-safety program and/or curriculum that is appropriate for the students of South San Francisco and (b) implementation of that program and/or curriculum. Education Services may submit those recommendations to the appropriate District Curriculum Committee for review and revision. Based on the input from the Educational Technology and the Curriculum Committees, Education Services will submit recommendations to the Board of Education for approval.

The next meeting of the Educational Technology Committee will be October 2007. Given that the Grand Jury report was released after the close of the 2006-07 school year and that significant time and buy-in is required to develop and adopt a new curriculum, the District proposes that the Educational Technology Committee prepares initial recommendations to Education Services by the December deadline. Final recommendations will be presented to the Board by May 2008.

2. **“Adopt an Acceptable Use Policy that clearly defines cyber-bullying and includes a no-tolerance policy of cyber-bullying activities with detailed consequences if this policy is broken.”**

SSFUSD Response: The recommendation has not been implemented. The Acceptable Use Policy (AUP) for 2007-08 has already been printed and distributed to the schools for the 2007-08 back-to-school packets. District will revise the AUP by May 2008 and distributed to all students at the beginning of the 2008-09 school year.

July 25, 2007

Hon. John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center; 2nd Floor
Redwood City, Ca. 94063-1655

Dear Honorable Grandsaert,

The Hillsborough City School District in conjunction with the Hillsborough Police Department as well as other technology-using educational organizations has developed a district wide cyber safety program. All of our counselors and technology employees attended "I-Safe" training which resulted in a district-wide cyber safety plan. We have a cyber safety week where all children in the district receive instruction about safe practices appropriate to their ages. Our internet use policy also addresses the issue of appropriate use of technology. The Hillsborough Police Department conducts parent education programs at our schools regarding internet safety.

As is apparent from the above discussion we agree with the San Mateo County Civil Grand Jury Report first recommendation. We also agree with recommendation number two requiring an acceptable use policy, something in place presently in all of our schools.

Sincerely,

Marilyn Loushin-Miller
Superintendent, Hillsborough City School District

REDWOOD CITY SCHOOL DISTRICT

750 Bradford Street • Redwood City • CA 94063 (650) 423-2200 FAX: (650) 423-2204

Board of Education

Patricia Wright, President
Shelly Masur, Vice President
Craig Baker
Maria Diaz-Slocum
Dennis McBride



Superintendent

Jan Christensen

July 24, 2007

Hon. John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

Dear Judge Grandsaert,

I am responding to the request for information from Redwood City School District (RCSD) regarding the report on "Are Middle School Students in San Mateo County Trained in Issues of Internet Safety?"

RCSD agrees with the Grand Jury's findings. Below is a response to each of the recommendations.

1. *Internet Safety Program* - The recommendation has not been implemented yet. During Fall 2007, the district will form steering committees as part of a five-year strategic plan. At that time, RCSD will determine the viability of adopting a district wide Internet Safety Program for the 2008-2009 school year.
2. *Acceptable Use Policy (AUP)* - The recommendation has been implemented since 2001. Enclosed with this letter is a copy of the district's student AUP with the lines highlighted that define cyberbullying and consequences.

Please let me know if you have any questions or need further assistance.

Sincerely,

Jan Christensen
Superintendent



Student Internet Safety Policy & Acceptable Use Agreement for Technology

Redwood City Elementary School District

- Each student must have a completed *Student Internet Safety Policy & Acceptable Use Agreement for Technology* on file, stating whether or not he/she will abide by Redwood City School District's (RCSD) Internet Safety Policy and rules regarding technology (tech) resources. Signatures of students and parents/guardians indicate an agreement to comply with District standards and honor the agreement they have signed.
- Access is a privilege - not a right. Access entails responsibility and is only for the District's educational and business purposes. Students are *individually* responsible for their behavior when using the District's tech resources. **General District rules and policies for behavior apply.** Students may not engage in inappropriate behavior when using the District's tech resources. Examples of inappropriate behavior are:
 - Using tech resources without appropriate permission or access
 - Intentionally damaging, degrading or wasting any tech resource
 - Using tech resources to harass, insult or attack others**
 - Sharing or copying another's work without his/her consent
 - Altering or using another user's account, password, folders, files, etc. without the other user's express permission
 - Copying material from the Internet or RCSD's computer system and representing it as your or another's own work or violating copyright laws
 - Using tech resources to create, find, share or download offensive, obscene language and/or images or child pornography or any other visual depictions that are harmful to minors
 - Accessing or participating in real-time chatting (e.g. chat rooms, instant messaging) without the express consent of District personnel
 - Disclosing your or someone else's home address, phone number or other personal information
 - Providing credit card or other financial information or conducting financial transactions over the Internet
 - Knowingly participating in any way in the transmission of computer viruses or the spread of other harmful computer programs
 - Modifying or altering RCSD's computer systems (e.g. downloading or installing software on the computer system or attaching peripheral hardware such as disk drives, printers, etc.)
 - Hacking, e.g. gaining or attempting to gain unauthorized access to computer systems, unauthorized viewing, copying, downloading, locking or otherwise altering of RCSD's computer systems
 - Using the RCSD computer system for personal financial gain or in a manner otherwise inconsistent with the District's pedagogy, mission and goals
 - Using RCSD's tech resources for any illegal purpose
- The District reserves the right to access student work, files, folders, accounts, passwords, etc. and other Internet accessed information kept on RCSD's computer systems; and to modify and/or delete those items in the interests of security, maintenance or other legitimate District purpose.
- Because RCSD cannot control information from the Internet, it and its employees will not be held accountable for any claims, liabilities, demands, causes of action, costs, expenses or obligations of any kind, known or unknown, arising out of or in any way relating to your own or your child's use of the Internet.

Pursuant to the *Children's Internet Protection Act* and the *Neighborhood Children's Protection Act*, RCSD uses a software program (Surf Watch) to filter inappropriate material found on the Internet. It is not foolproof, and during school, teachers and staff will guide students toward appropriate materials. Outside of school, families bear the same responsibility for such guidance as they use information sources such as the Internet, television, telephones, movies, radio and other media.

- Violation of these rules is unacceptable and may result in a loss of access and privileges, suspension as well as other disciplinary or legal action deemed necessary.**

Please complete ALL of the information below and return this form to your child's school. It MUST be completed, signed and returned regardless of whether you WILL allow your child to use the RCSD tech resources based on the above rules OR whether you WILL NOT allow your child to use the RCSD tech resources. RCSD supports and respects each family's right to decide whether or not your child has access to these resources.

We, child and parent/guardian, have read RCSD's *Internet Safety Policy & Student Acceptable Use Agreement for Technology*. We have discussed this policy and understand that _____ (student name) is required to follow the rules for acceptable use of technology. We understand that we will be liable for any violations of these rules and that _____ (student name) will be subject to potential disciplinary action for violating these rules and/or the policy as well as loss of access and user privileges. (Please ONLY check one box.)

We, child and parent/guardian, **accept** this policy and agree to abide by its rules and mandates; our acceptance will allow _____ (student name) to use RCSD's tech resources—computer hardware/software and networks and the Internet (e.g. electronic mail, the World Wide Web). We hold RCSD and its officers, board members, employees and agents harmless from and against any and all liability, loss, expense or claim for injury or damages students may have arising out of the use of RCSD's tech resources.

We, child and parent/guardian, **do not accept** this policy; we understand that _____ (student name) will not be allowed to use RCSD's tech resources—computer hardware/software and networks and the Internet (e.g. electronic mail, the World Wide Web).

Student Name (please print)

Student Signature

School

Room Number

Grade

Parent/Guardian Name (please print)

Parent/Guardian Signature

Date

Home Phone



Pacifica School District

375 Reina Del Mar Avenue • Pacifica, California 94044
(650) 738-6600 • (650) 557-9672 (fax)

Academic Excellence ★ Standards for Success

www.pacificasd.org

Board of Trustees

Karen Ervin
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District Administration

James Lianides, Ed.D.
Superintendent
Susan Vickrey
Assistant Superintendent
Josephine Peterson
Chief Business Official

August 28, 2007

Honorable John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

Re: Internet Safety Instruction

Dear Judge Grandsaert:

The Pacifica School District is in receipt of the June 21, 2007 Civil Grand Jury Report which contains findings and recommendations regarding internet safety instruction, specifically: Are the Middle School Students in San Mateo County Trained in Issues of Internet Safety?

The Pacifica School District actively blocks all inappropriate websites and social networking sites, such as MySpace, from computers that are accessible by students. However, there is heavy use of the social networking sites at home by students that the schools have had to address related to issues of cyber-bullying occurring off campus and spilling over onto the school sites. School administrators have taken the position that when off-site cyber-bullying leads to a hostile, bullying atmosphere on a school campus, the bullying is subject to school disciplinary procedures.

Nothing in the Civil Grand Jury report references the critical importance of parental responsibility for Internet use at home. The District strongly believes that Internet safety cannot be entirely addressed by schools.

Fortunately, the i-SAFE website offers much information and support for parents. The Pacifica School District will work with principals to ensure that school newsletters include information about i-SAFE to parents.

In response to the Grand Jury's recommendations, the Pacifica School District submits the following:

1. Recommendation:

Adopt an Internet safety program for all sixth, seventh and eighth grade students. This program should be based on the i-SAFE model and be implemented no later than the 2008-09 school year.

District Response:

The Pacifica School District Board of Trustees agrees that Internet Safety is a priority and that middle school students should receive instruction regarding its importance. The Pacifica School District will support the use of i-SAFE curriculum and materials at 6th-8th grade levels throughout the District in which students participate in a technology-media lab elective. The Board will actively promote its use by parents, recognizing that the greatest risk to safety on the Internet occurs at home when use is unregulated.

2. Recommendation:

Adopt an Acceptable Use Policy that clearly defines cyber-bullying and includes a no-tolerance policy of cyber-bullying activities with detailed consequences if this policy is broken.

District Response

The Pacifica School District Board of Trustees agrees that Acceptable Use Policies are essential prior to student use of the Internet. The District will add a stronger reference to cyber-bullying and its disciplinary consequences to the Pacifica School District's technology acceptable use policy. Students and parents are required to sign a new agreement annually before students are permitted Internet Access.

Sincerely,

A handwritten signature in black ink, appearing to read 'James Lianides', with a horizontal line extending to the right.

James Lianides, Ed. D.
Superintendent

JL:sc

Cc: Pacifica School District, Board of Trustees

August 20, 2007

Honorable John L. Gransaert
Judge of the Superior Court
Hall of Justice
400 County Center, 2nd Floor
Redwood City, Ca 94063-1655

RE: ARE THE MIDDLE SCHOOL STUDENTS IN SAN MATEO COUNTY
TRAINED IN ISSUES OF INTERNET SAFETY Report

This letter is in response to the Grand Jury's recommendations for middle school students and issues of internet safety.

Cabrillo Unified School District is in agreement with the Grand Jury findings and has had a program in place for several years. Enclosed, please find a copy of the summary and actions that have been implemented.

Sincerely,

John Bayless, Ed.D.
Superintendent

JB/cmd

Enclosure

CUNHA INTERMEDIATE SCHOOL

Cyberspace and the use of the Internet have changed our world and has affected the lives of your children. Here at Cunha, we hear a lot about problems that get started when students are on the Internet, mostly working at home. Here are a few reminders to help your child stay "cyber safe".

Remind your student that nothing on the Internet is private. Keep this in mind as you instant message others, compose emails, and generally search the web.

Instant Messaging (IMing) can cause serious problems that flow over into school. Students who are sitting in the safety of their bedrooms, not communicating face-to-face, often say things that they would never say to someone in "real life". Hostile IMs can be printed out and used against you.

Parents should make sure their student is using the computer, especially the Internet, in an area where they are not secluded. If a parent has a concern about what their student has been doing on their computer, you can check recently visited sites. If you are using Netscape, go to the top menu and click "Tools" and you can either look under "download manager" to see what has been downloaded or you can click "History" of type Ctrl + H to see sites visited. Keep in mind, if your student is doing something they shouldn't on the computer, they probably know how to erase these trails. That's why supervision is so important when they are on line.

Many programs, such as AOL, have lots of filtering and parental controls available. Investigate these.

Does your student have an on line "weblog" or blog? Many such sites are extremely popular right now. These are like on line journals or diaries, open to the public. My Space (www.myspace.com). Xanga (www.xanga.com), and LiveJournal are examples of on line blogs. It's very easy, and free, to join these sites and if you search around (using key words such as Half Moon Bay or El Granada) you'll begin to see many student sites. Teens often post photographs of themselves and their friends, and naively give out a huge amount of personal information, often by taking long surveys about their likes, dislikes, and preferences. Teens also comment on each other's sites so that by clicking on the comment, you are taken to that student's sites. We estimate the number of Cunha and Half Moon Bay High students who have these personal weblogs to be in the hundreds. The startling thing is how much personal information they give about themselves, making them easy prey for someone with such inclinations or a desire to harass.

Awareness is your biggest ally, parents!!

Read, sign and return this form to school along with emergency card.

Student Last Name _____ First Name _____ Grade ____ in 2007-2008
PARENT PERMISSION FORM and USER AGREEMENT

As a parent or guardian of a student in Cabrillo Unified School District, I have read the above information about the appropriate use of computers at the school and I understand this agreement will be kept on file at the school. *I will have the opportunity to sign a Permission and User Agreement in grades K, 4, 6, and 9 or when the student enrolls or re-enrolls in Cabrillo Unified.* (Questions should be directed to the principal for clarification.)

- My child may use the Internet while at school according to the rules outlined.
- I would prefer that my child not use the Internet while at school.

Parent Name (print) _____

Parent Signature _____

DATE: _____

PARENT PERMISSION FOR THE PUBLICATION OF STUDENT WORK/PICTURES

I understand that from time-to-time the school may wish to publish examples of student projects, photographs of students, and other work on an Internet accessible World Wide Web server. We do **not** publish identifying pictures with student names.

- My child's work can be published on the Internet
- Photographs of my child can be published (group photos with no identifying names)
- I would prefer that my child's work not be published on the Internet
- I would prefer that my child's photo not be published on the Internet

Parent Name (print) _____

Parent Signature _____

DATE: _____

USER AGREEMENT

As a user of the school computer network, I agree to comply with the above stated rules and to use the network in a constructive manner.

Student Name (print) _____

Student Signature _____

Please keep this page for your records

PERMISSION FORM FOR THE USE OF COMPUTERS AND THE INTERNET

Cabrillo Unified School District is pleased to offer students access to a computer network for use of networked school resources and access to the Internet. To use the network and gain access to the Internet, all students must obtain parental permission as verified by the signatures on the form below. Should a parent prefer that a student not have Internet access, use of the computers is still possible for more traditional purposes such as word processing, multimedia, and educational software programs.

What is possible?

Access to the Internet will enable students to explore thousands of libraries, databases, museums, and other repositories of information and to exchange personal communication with other Internet users around the world. Families should be aware that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate, or potentially offensive. While the purposes of the school are to use Internet resources for constructive educational goals, students may find ways to access other materials. We believe that the benefits to students from access to the Internet in the form of information resources and opportunities for collaboration exceed the disadvantages. But ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. Therefore, we support and respect each family's right to decide whether or not to apply for access.

What is expected?

Students are responsible for appropriate behavior on the school's computer network just as they are in a classroom or on a school playground. Communications on the network are often public in nature. General school rules for behavior and communications apply. It is expected that users will comply with district standards and the specific rules set forth below. The use of the network is a privilege, not a right, and may be revoked if abused. The user is personally responsible for his/her actions in accessing and utilizing the school's computer resources. The students are advised never to access, keep, or send anything that they would not want their parents or teachers to see.

What are the rules?

Privacy -- Network storage areas may be treated like school lockers. Network administrators may review communications to maintain system integrity and to ensure that students are using the system responsibly.

Storage capacity -- Users are expected to remain within allocated disk space and delete e-mail or other materials which take up excessive storage space.

Illegal copying -- Students should never download or install any commercial software, shareware, or freeware onto network drives, workstation drives, or disks, unless they have written permission from the Network Administrator. Nor should students copy other people's work or intrude into other people's files.

Inappropriate materials or language -- No profane, abusive or impolite language should be used to communicate nor should materials be accessed which are not in line with the rules of school behavior. A good rule to follow is never view, send, or access materials that you would not want your teachers and parents to see. Should students encounter such material by accident, they should report it their teacher immediately.

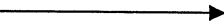
Continued on the reverse →

Succinct Advice

Please keep this page for your records

These are guidelines to follow to prevent the loss of network privileges in Cabrillo Unified School District.

1. Do not use a computer to harm other people or their work.
2. Do not damage the computer or the network in any way.
3. Do not interfere or attempt to interfere with the operation of the network by downloading or installing software, shareware, or freeware.
4. Do not change any computer settings, including the desktop, without express permission from a teacher or staff member.
5. Do not violate copyright laws.
6. Do not view, send, or display offensive messages or pictures.
7. Do not share your login or password with another person.
8. Do not use anyone else's login or password.
9. Do not waste limited resources such as disk space or printing capacity.
10. Do not use chat rooms and games. They are not acceptable uses of the system unless specifically designated by a teacher or staff member as academic support.
11. Do not trespass in another's folders, work, or files.
12. Do notify an adult immediately, if by accident, you encounter materials that violate the rules of appropriate use.
13. **BE PREPARED** to be held accountable for your actions and for the loss of privileges if the Rules of Appropriate Use are violated.

Continued on the reverse 

Nombre del estudiante _____ Grado _____ en 2007-2008
apellido nombre

FORMULARIO DE AUTORIZACION DE LOS PADRES y CONTRATO

Como padre o tutor legal de un estudiante en Cabrillo Unified School District he leído la información adjunta sobre el uso apropiado de computadoras en la escuela y entiendo que este contrato se mantendrá archivado en la escuela. **Tendre la oportunidad de firmar el formulario de autoización de padres y el contrato para los grados de K, 4, 6 y 9 o cuando el estudianto es registrado en Cabrillo Unified.** (Para cualquier clarificación, los padres pueden dirigirse al director de la escuela).

- Mi hijo(a) tiene mi autorización de poder utilizar el Internet según las reglas adjuntas.
- Prefiero que mi hijo(a) no tenga acceso al Internet en la escuela.

Nombre de los padres (letra de molde) _____

Firma de los padres _____

FECHA: _____

Entiendo que la escuela puede desear publicar ejemplos del trabajo del estudiante, de las fotografías de estudiantes, y del otro trabajo sobre un servidor accesible Internet del World Wide Web. *No publicamos fotografías con los nombres de los estudiantes que los podrá indentificar.*

- El trabajo de mi niño se pueden publicar en el Internet.
- Las fotografías de mi niño se pueden publicar en el Internet.
- Prefiero que el trabajo de mi niño no sea publicado en el Internet.
- Prefiero que la fotografía de mi niño no sea publicada en el Internet.

Nombre de los padres (letra de molde) _____

Firma de los padres _____

FECHA: _____

Como el usuario de la red de comunicación electrónica del Cabrillo Unified School District, declaro que voy a atenerme a las reglas indicadas arriba y que utilizaré la red en la manera más positiva y constructiva.

Estudiante (letra de molde) _____

Firma del estudiante _____

FECHA: _____

USO DE COMPUTADORAS Y INTERNET FORMULARIO DE AUTORIZACION

Cabrillo Unified School District tiene el gusto de anunciar que nuestros alumnos tendrán acceso al Internet. Para poder conseguir tal acceso, los alumnos deben obtener autorización de sus padres mediante sus firmas al final de esta carta. Si los padres prefieren que su hijo(a) no tenga acceso al Internet, los estudiantes podrán seguir utilizando las computadoras en la escuela para usos más tradicionales.

¿Cuáles son las posibilidades?

El acceso a tal sistema permitirá a nuestros alumnos explorar millares de fuentes de información, bancos de datos, bibliotecas, museos, así que intercambiar información con otros usuarios a través del mundo. Es importante que las familias de los alumnos sepan que ciertas fuentes de información accesibles vía Internet podrían contener material incorrecto, difamatorio, ilegal, u ofensivo. Aunque en nuestras escuelas, el uso de los recursos disponibles vía Internet está limitado a fines académicos y educativos, algunos alumnos podrían encontrar maneras de acceder a otras fuentes de información. Nosotros creemos que los beneficios derivados del acceso a los varios recursos de información, así que de las oportunidades de colaboración ofrecidas por Internet exceden las desventajas. Además, los padres tienen la responsabilidad de establecer y comunicar a sus hijos las normas para utilizar tales medios de información y comunicación. Nosotros respetamos y apoyamos el derecho de cada familia de elegir o no elegir el acceso a tales medios.

¿Cuáles son las expectativas?

Las responsabilidades de los estudiantes en la red electrónica de comunicación en relación a conducta y comportamiento son las mismas de aquellas en el salón de clase y en el patio de recreo de la escuela. Ya que cualquier tipo de comunicación es esencialmente público, las reglas generales de conducta de la escuela deben ser aplicadas. Los usuarios deben atenerse a las normas del distrito y a las reglas específicas indicadas abajo. El uso de la red de comunicación electrónica no es un derecho, sino un privilegio, y por lo tanto, una vez abusado, tal privilegio puede ser revocado. El usuario es personalmente responsable de sus acciones cuando utiliza las computadoras de la escuela. Se pide a los estudiantes de no mantener, enviar, ni acceder a cualquier material que no quieran mostrar a sus padres o a sus maestros.

¿Cuáles son las reglas?

- **Confidencialidad** -- Los áreas de almacenamiento en la red pueden ser tratadas como los armarios escolares. Los administradores de la red pueden revisar cualquier dato de comunicación en la red para mantener integridad y para asegurar que los estudiantes utilicen el sistema de manera responsable.
- **Capacidad de almacenamiento** -- Los usuarios deben atenerse al espacio del disco asignado y suprimir correo electrónico u otro material que ocupa espacio excesivo.
- **Duplicación ilegal** -- Los estudiantes no deben descargar ni instalar cualquier tipo de software comercial, shareware o freeware en las unidades de disco o en cualquier disco sin una autorización escrita del administrador de la red. Los estudiantes no deben duplicar el trabajo de otras personas ni acceder a los archivos de otras personas.
- **Materiales o lenguaje inapropiados** -- Se prohíbe el uso de lenguaje profano, abusivo o descortés en cualquier tipo de comunicación, como tampoco se debe acceder a cualquier fuente de información que no se atiene a las normas de buena conducta. Una buena regla a seguir es de nunca observar, enviar, ni acceder a cualquier tipo de material que no quieran mostrar a sus padres o a sus maestros. Al encontrar tal material por accidente, los estudiantes deben reportarlo inmediatamente a sus maestros.

A continuación atras 

Consejos útiles

Estas son algunas normas que les ayudarán a evitar de perder el privilegio de uso de la red de comunicación electrónica en Cabrillo Unified School District.

1. Nunca utilizar la computadora para perjudicar a otras personas o el trabajo de otras personas.
 2. Nunca dañar la computadora ni la red de comunicación.
 3. No interferir con la operación de la red mediante la instalación de software, shareware, o freeware.
 4. No cambie ninguna configuraciones del ordenador, incluyendo el tablero de escritorio, sin el permiso expreso de un miembro del personal or del profesor.
 5. No infringir los derechos de propiedad literaria.
 6. No mirar, enviar, ni exhibir mensajes o imágenes ofensivos.
 7. No compartir su propia contraseña de acceso con ninguna persona.
 8. No utilice la contraseña de acceso de otra persona.
 9. No gastar recursos limitados tales como memoria de disco o capacidad de impresión.
 10. No utilice los cuartos de charla (chat rooms) o los juegos . No son aplicaciones aceptables del sistema a menos que sean señalados específicamente por un miembro del personal o del profesor como ayuda académica.
 11. No acceder a los archivos ni al trabajo de otras personas.
 12. Si encuentran por accidente algún material ilegal u ofensivo, avisar inmediatamente a un adulto.
 13. Los estudiantes deben asumir responsabilidad por sus propias acciones y por la perdida de sus privilegios si hay alguna infracción de las reglas.
-



District Office
181 Encinal Avenue
Atherton, California 94027
650-321-7140
FAX: 650-321-7184
www.mpcsd.org

Board of Education
Jeff Child
Deborah Fitz
Bruce Ives
Laura Rich
Terry Thygesen

*A Community of educators, scholars, parents and staff working together
to inspire, serve, challenge and enrich all students*

Kenneth Ranella,
Superintendent

September 12, 2007

Jo Sauer Mitchell,
Asst.Supt/Curriculum &
Instruction

Honorable John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

Diane White,
Chief Business Official

Olivia Mandlik,
Dir. Of Student Services

Re: ARE THE MIDDLE SCHOOL STUDENTS IN SAN MATEO
COUNTY TRAINED IN ISSUES OF INTERNET SAFETY Report

Jim Bowlby
Dir. Of Technology

In response to the request from the 2007-08 San Mateo County Grand Jury regarding the issue: *What is the extent and adequacy of Internet safety instruction offered to sixth, seventh and eighth grade students in San Mateo County schools*, the following is submitted for your consideration.

Kathryn Tinio,
Human Resources

Ahmad Sheikholesiami
Facility Program Manager

The Menlo Park City School District agrees with the recommendation of the Grand Jury that Internet safety instruction for sixth, seventh and eighth grade students in San Mateo County is of critical importance and where needed should be expanded and formalized.

Dennis Hatfield
Supervisor Maintenance,
Transportation,
Operations

It is also the recommendation of the Grand Jury that each elementary school district in San Mateo County: *Adopt an Internet Safety Program for all sixth, seventh and eighth grade students. This program should be based on the i-SAFE model and be implemented no later than the 2008-09 school year.* The CyberSmart! Curriculum (www.cybersmartcurriculum.org) is the standard for teaching web safety and messaging manners at Hillview Middle School, and with its use we believe that the District is implementing the recommendation of the Grand Jury. The material is comprehensive and aligned with International Society for Technology in Education (ISTE) standards. Examples of some of the Grade 6-8 curricular units include: "Feeling Comfortable – Dealing with Online Bullies," "CyberPals – Play it Safe with Cyberpals," "Chat and Message Safety – Savvy Talk." It is also the practice of Hillview Middle School to provide grade-level assemblies presented by the Menlo Park Police Department on this subject.

In an effort to provide students and families with comprehensive information regarding District expectations of students regarding Internet



Instruction

STUDENT USE OF TECHNOLOGY

The use of technology for instructional purposes supports the Mission Statement of the District in its goal to promote educational excellence. The Governing Board recognizes that technology provides ways to access the most current and extensive sources of information. Technology also enables students to practice skills and to develop reasoning and problem-solving abilities. In addition, electronic resources foster workplace skills that may be transferable or will assist in adapting to new technologies. Every effort shall be made to provide equal access to technology throughout the District's schools and classes.

To discourage access to adult content on on-line electronic services and preclude other misuses of the system, the Superintendent or designee shall establish age/grade-level qualifications and shall ensure that students receive training in user obligations and responsibilities.

Before using on-line services, the student and parent/guardian shall sign the District's **Technology Code of Conduct** indicating that the student understands and agrees to abide by specified user obligations and responsibilities.

Staff shall supervise students while using on-line services and may ask teacher aides, parent/guardian volunteers, and student aides to assist in this supervision.

The District shall ensure that users have no expectation of privacy and understand that District staff may monitor or examine the use of all technological resources. Students who fail to abide by these regulations shall be subject to disciplinary action, revocation of the user account, and legal action as appropriate.

The Superintendent or designee shall ensure that all District computers with Internet access have a technology protection measure that blocks or filters Internet access to visual depictions that are obscene, child pornography, or harmful to minors, and that the operation of such measures is enforced.
(20 USC 7001, 47 USC 254)

The District assumes no liability, either express or implied, arising out of providing access to District technological resources. The District will not be held accountable for any claims, costs, losses or obligations arising from or relating to any person's use of District technological resources.

Legal Reference: (see next page)

Menlo Park City School District

Legal Reference:

EDUCATION CODE

- 48980 Required notification at beginning of term
- 51006 Computer education and resources
- 51007 Programs to strengthen technological skills
- 51870-51874 Education Technology
- 51870.5 Student Internet access
- 60044 Prohibited instructional materials

PENAL CODE

- 313 Harmful matter
- 502 Computer crimes, remedies
- 632 Eavesdropping on or recording confidential communications

UNITED STATES CODE, TITLE 20

- 6801-6979 Technology for Education Act of 1994
- 7001 Internet safety policy and technology protection measures, Title III funds

UNITED STATES CODE, TITLE 47

- 254 Universal service discounts (E-rate)

CODE OF FEDERAL REGULATIONS, TITLE 16

- 312.1-312.12 Children's online privacy protection

CODE OF FEDERAL REGULATIONS, TITLE 47

- 54.520 Internet safety policy and technology protection measures, E-rate discounts

Management Resources:

CDE PUBLICATIONS

K-12 Network Technology Planning Guide: Building the Future, 1994

CDE PROGRAM ADVISORIES

- 1223.94 Acceptable Use of Electronic Information Resources

WEB SITES

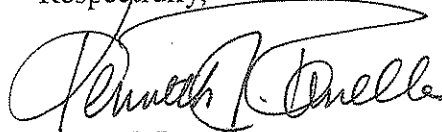
- Federal Communications Commission: <http://www.fcc.gov>
- U.S. Department of Education: <http://www.ed.gov>
- Commission on Online Child Protection: <http://www.copacommission.org>
- California Department of Education: <http://www.cde.ca.gov>
- American Library Association: <http://www.ala.org>
- California School Boards Association: <http://www.csba.org>

safety, the documents listed below are provided to students and parents at the beginning of the school year, are available on the District's website (www.mpcsd.org) and are distributed to students in class by the Computer Science teacher.

- Menlo Park City School District Board Policy 6163.4 – Student Use of Technology
- Menlo Park City School District Administrative Regulation 6163.4 – Student Use of Technology
- Student Acceptable Use Policy Description
- Student Use of Technology (English)
- Student Use of Technology (Spanish)
- “Philosophy of Technology Education” from website of Technology Instructor Michael Kaelin, at Hillview Middle School
- Technology Support Document: “Internet Filtering and Privacy”

If further information is desired, please contact my office at 650/321-7140, Ext. 5603.

Respectfully,



Kenneth Ranella
Superintendent

c: Governing Board
John C. Fitton, Court Executive Officer
(to be placed on file with the Clerk of the Court)
By email to: grandjury@sanmateocourt.org
Michael P. Murphy, County Counsel

Instruction

STUDENT USE OF TECHNOLOGY

The principal or designee shall oversee the maintenance of each school's technological resources and may establish guidelines and limits on their use. He/she shall ensure that all students using these resources receive training in their proper use as well as copies of related District policies and regulations.

With the use of technology and Internet access comes the responsibility to respect and protect the rights of others. Users of District technological resources are expected to act in a responsible, ethical, legal manner, and in accordance with the **Menlo Park City School District Technology Code of Conduct**. Violation of the Technology Code of Conduct may result in the loss of access and privileges, suspension, or other disciplinary or legal action deemed necessary and appropriate.

Technology Code of Conduct

Students are authorized to use the District's technological resources in accordance with user obligations and responsibilities specified below:

1. District technological resources shall be used only for purposes related to education. Commercial, political and/or personal use of the District's technological resources is strictly prohibited. The District reserves the right to monitor all technology use, and to remove any user files for system security and maintenance.
2. Users are responsible for the proper use of their District accounts at all times. For safety and security, users shall keep private their personal information such as passwords, home addresses, telephone numbers, and other account information. They shall use District technological resources only with their own account.
3. Users shall not access or transmit material that is threatening, obscene, disruptive or sexually explicit, or that could be construed as harassment or disparagement of others based on their race, national origin, gender, sexual orientation, age, disability, religion or political beliefs. Appropriate language should be used for all communications.
4. Users shall not use any District technological resources to encourage the use of drugs, alcohol or tobacco, nor shall they promote unethical practices or any activity prohibited by law or District policy.
5. Use of District technological resources must adhere to current copyright law and fair use guidelines. The copyright holder's permission must be sought when necessary.
6. Vandalism will result, at a minimum, in the loss of all user privileges. Vandalism includes, but is not limited to, transmitting or creating computer viruses, any attempt to alter, harm or destroy District technological resources or to disrupt network traffic, or any attempt to gain unauthorized access to files, resources, accounts, or information.
7. Users shall not read, access, delete, copy, or modify other users' mail or files. Users shall also not disguise their identity, impersonate another user, or appropriate another user's account or identity.
8. Users may not install, download, or transfer computer programs, graphics, or other files on to school computers, nor may they attach non-District peripherals without prior permission. If an application, file, or peripheral is necessary, the user should request it of the appropriate District representative.

Menlo Park City School District

9. Users are expected to conserve District technological resources, including disk space and network bandwidth.
10. Use of chat rooms, instant messaging, and games is strictly prohibited without prior administrative approval for a specific educational project.
11. Users may not make unauthorized use of the District's name, school names, or other District or school logos or symbols in a manner that creates the false impression that such use is sanctioned by the District.
12. Users shall report any security problem or misuse of District technological resources to the appropriate District representative.



Menlo Park City School District

Agreement for Student Use of Technology

Student Name: _____

Grade: _____

I have read and discussed with my child **the Menlo Park City School District Technology Board Policy and Code of Conduct**. I understand that District technological resources are meant to be used for educational purposes only and I understand the consequences of misuse of technology and Internet access.

As the parent or guardian of the student named above, I agree to allow him/her access to technology and the Internet services of the Menlo Park City School District. Further, I agree to release and hold harmless the Menlo Park City School District and its officers, board members, employees and agents from and against any and all liability, loss, expense, or claim for injury or damages students may have arising from the use of the District's technological resources.

Parent/Guardian Signature

Parent/Guardian Name (Print)

Date

I have read, understand, and agree to abide with **the Menlo Park City School District Technology Board Policy and Code of Conduct**.

Student Signature

Date



Student Acceptable Use Policy Description

The purpose of this document is to present, in simple language, the ten points of the "Student Use of Technology" Board Policy and Use Agreement which students and parents sign each year as a requirement for access to the district's technology resources. Each item of the agreement is summarized in italics in language that should be understood or easily explained to young children. In addition, a brief explanation and/or examples are given to further clarify the intent of the item for both students and teachers.

1. *The computer network and other technology must be used for school-approved work or activities only. Teachers and administrators may access any student file or work.*

School vs Personal Use

- Technical resources were purchased to be used for educational purposes. Consequently, you may only play games or go on the Internet with permission from a classroom teacher or librarian. At no time can you download any game or program without permission from the person in charge
 - Anyone needing to use the computers for school projects or assignments has priority over other students.
 - Be aware that teachers and technology staff have full access to your files and on-line activities. They may monitor them at any time.
2. *Students may not use technology to bother, disrupt or harass others, or to access inappropriate materials.*
 - Saving files into another person's folder is a misuse of technology.
 - Any unwanted communication that is sexually suggestive, derogatory, or offensive is prohibited.
 - While on the Internet, if you inadvertently find yourself at a site containing inappropriate sexual or violent material, you will immediately hit the back button or exit the program. **You will not, under any circumstances, call attention to these inappropriate sites.**
 3. *Technology may not be used to encourage or promote illegal activities.*
 - School resources may not be used for any purpose that would violate local, state, federal, or international laws.
 4. *Students must respect copyright guidelines and restrictions.*
 - Copying a picture from the Internet for use in a school related project is typically legal.
 - Using any material, graphic or textual, for purposes such as advertising or selling a product is illegal.
 - If you use material from the Internet, you must cite the source by making a footnote as you would if you copied a quote from a book. Failure to do so is plagiarism.

5. *Students must get teacher permission before changing computer settings or putting any computer programs, graphics, or other files on school computers.*

It is not OK to do any of the following without teacher permission:

- Add or delete programs
- Download anything without permission from your teacher (including games, sounds, pictures, etc.)
- Change the desktop in any way
- Make or delete shortcuts
- Set a screen saver password
- Set or change a background or screen saver
- Go into control panels

6. *Students shall not vandalize, steal, or misuse any school technology.*

- Our schools use a variety of technological equipment including computers, digital and video cameras, TVs, VCRs, overhead projectors, etc. Any abuse of these items rendering them unusable or in need of cleaning or repair is unacceptable.
- Please leave a computer or any piece of equipment you use the way you found it.

7. *Students may not read, copy, modify, or delete any files or materials that are not their own.*

- Be respectful of your classmates' file folders. Opening someone's folder without his or her permission is like breaking into a locker.
- Reading, copying, and/or using anyone else's documents is considered cheating.

8. *Any e-mail messages sent or received must be teacher approved and use appropriate language. Teachers or administrators may monitor on-line communications.*

- Students are not to use personal e-mail at school unless the teacher gives you specific permission to do so.
- When participating in an e-mail project, know that you represent your school. Use appropriate language.
- No chat rooms or Instant Messaging.

9. *Students shall not use any other person's network or e-mail account without teacher permission. Students will not share any personal or account information.*
- In cases where classes or groups have folders on the server, you should not open these folders unless you have permission to use them. This applies even if the folders are not password protected. If you share a group password for a class or project folder, protect and respect your fellow classmates by not telling others outside your group the password.
 - Notify your teacher if a password needs to be changed. If misuse continues to occur and we are unable to determine who is giving away the password or misusing others' property, the account or folder will be closed or removed.
 - If you are requested to enter personal information, such as name, address, phone number, etc. on the Internet, alert your teacher. Unless for an approved project, students should not share any personal information online.
10. *Students shall notify a teacher or administrator if they observe any misuse of technology.*
- Let the teacher know if something is wrong with any equipment, so they can get it fixed.
 - Report others who jeopardize the security and use of your account or a class/group account.
 - Report anyone who is abusing equipment, using other people's files, or using the Internet inappropriately.

Remember, we all agreed to and signed the AUP (Acceptable Use Policy). Let's help each other keep our agreement.



Menlo Park City School District

Agreement for Student Use of Technology

Student Name: _____ Grade: _____

I have read and discussed with my child the **Menlo Park City School District Technology Board Policy and Code of Conduct**. I understand that District technological resources are meant to be used for educational purposes only and I understand the consequences of misuse of technology and Internet access.

As the parent or guardian of the student named above, I agree to allow him/her access to technology and the Internet services of the Menlo Park City School District. Further, I agree to release and hold harmless the Menlo Park City School District and its officers, Board members, employees and agents from and against any and all liability, loss, expense, or claim for injury or damages students may have arising from the use of the District's technological resources.

Parent/Guardian Signature

Parent/Guardian Name (Print)

Date

I have read, understand, and agree to abide with the **Menlo Park City School District Technology Board Policy and Code of Conduct**.

Student Signature

Date



Distrito Escolar de Menlo Park

Contrato para el Uso de la Tecnología por el Estudiante

Nombre del estudiante: _____

Grado: _____

He leído y discutido con mi hijo/a las **Normas y el Código de Conducta de la Junta de Tecnología del Distrito Escolar de Menlo Park**. Entiendo que la tecnología del Distrito está destinada a ser usada solo con fines educativos y entiendo las consecuencias por el uso inapropiado de la tecnología y el acceso al Internet.

Como padre ó apoderado del estudiante cuyo nombre aparece arriba, estoy de acuerdo en permitirle acceso a la tecnología y a los servicios de Internet del Distrito Escolar de Menlo Park. En adición, accedo al convenio para eximir de responsabilidad al Distrito Escolar de Menlo Park y a sus funcionarios, miembros de la Junta de Directores, empleados y agentes de cualquier y toda responsabilidad, perdida, gasto o reclamo por daño o perjuicio o daño al estudiante como resultado del uso de los recursos tecnológicos del Distrito

Firma del padre/madre/apoderado

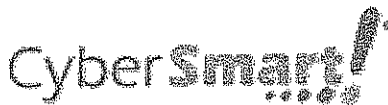
Nombre del padre/madre/apoderado (Letra de Molde)

Fecha

Lo he leído y comprendido y me comprometo a seguir las **Normas y Código de Conducta de la Junta de Tecnología del Distrito Escolar de Menlo Park**.

Firma del estudiante

Fecha



Meeting the Needs of Students, Teachers and Schools by...

- * enabling schools to successfully integrate technology into the core curricula;
- * addressing the social, legal and ethical issues associated with technology use;
- * supporting information and technology literacy;
- * helping busy teachers make student technology use more effective;
- * teaching the ground rules for online behaviors that are acceptable, appropriate and effective;
- * and, involving families.

The Scope of the Free S-M-A-R-T Curriculum

The **CyberSmart! Curriculum** is non-sequential and is easily integrated, in part or in full. Organized in five units, each teaching an important facet of Internet use, it consists of 65 original standards-based lesson plans with Activity Sheets. The number of lessons per grade increases as students' reading and critical thinking skills develop.



Download [Technology Standards Alignment Document \(PDF\)](#).

UNIT	TOPIC	Grades K-1	Grades 2-3	Grades 4-5	Grades 6-8
Safety How can students enjoy the Internet safely?	Private Identity Information	✓	✓	✓	✓
	Cyberpals			✓	✓
	Feeling Comfortable			✓	✓
	Chat and Message Safety			✓	✓
	E-mail Safety			✓	✓
Manners What are students' social, legal, and ethical responsibilities when they use the Internet?	Cyber Citizenship			✓	✓
	Respecting the Law			✓	✓
	Computer Ethics	✓	✓	✓	✓
	Netiquette		✓	✓	✓

Advertising

How can students identify commercial messages online and know how to protect their privacy?

Recognizing Commercial Intentions



Privacy



Search Engines and Directories



Research

What strategies should students know in order to effectively mine the resources of the Internet?

The Nuts and Bolts of Searching



Evaluating Web Sites



Homework Help



What about the library?



Technology

What information should students know about the past, present and future of the Internet?

Communications Inventions



What is cyberspace?



How does the Internet work?



Into the Future



The CyberSmart! Curriculum is currently used by educators in all 50 states and Canada, is downloaded more than 30,000 each month, and attracts over 1 million website page views on a monthly basis. By addressing the interconnected challenges and solutions involved in responsible, safe, and appropriate technology use, the curriculum helps educators better integrate technology to strengthen their instruction in core academic subjects.

Designed for Maximum Flexibility

The CyberSmart! Curriculum is non-sequential and is easily integrated, in part or in full, into your school's current plan for introducing students to the Internet. Each lesson stands on its own.

What technology is needed to teach the curriculum?

Lessons combine an effective mix of offline and online activities. Offline lessons can be taught without computers or an Internet connection. Online lessons require an Internet connection; however, it is not essential that every student have use of an Internet-ready computer at the same time.

Who should teach the curriculum?

The CyberSmart! Curriculum can be successfully implemented by technology teachers, librarians, media specialists, or classroom teachers who are familiar with using the Internet. A consistent lesson model for Grades K—8 makes planning easy for teachers who work with many grade levels.

Some schools may wish to use a team approach, dividing the responsibility for teaching lessons by

topic and discipline. For example:

Technology teacher: Safety and Advertising units

Librarian or Media Specialist: Research unit

Science teacher: Technology unit

Social Studies teacher: Manners unit

Pacing Guide

Most lessons are designed to be completed in one class period. Lesson plans are broken into discrete steps, giving teachers the flexibility of natural stopping points, so that a lesson can continue at a later time.

The entire curriculum, organized into five units and 20 topics, consists of:

Eight lessons for Grades K—1

Eleven lessons for Grades 2—3

Twenty-three lessons for Grades 4—5

Twenty-three lessons for Grades 6—8

Lessons are clustered by grade level

Lessons are clustered in Grade Levels K—1, 2—3, 4—5, and 6—8. In the first year of implementation, you may wish to give the same lesson to both grades in a level. In the second year, you may give the same lesson to the younger grade, and use the Extend section of the lesson plan for students who completed the lesson in a previous grade.

Curriculum Lesson Model

A consistent lesson model for Kindergarten through Grade 8 makes implementing the curriculum simpler. [To preview the lesson model.](#)

Curriculum Support Materials

[Letters to Families](#) introduce parents to the main concepts developed in each of the five units and suggest how parents can reinforce them. Appropriate for any grade level, these letters provide teachers with a simple way to encourage parental support and involvement.

[Free posters](#) are mapped to the Be CyberSmart! curricula lessons and also provide a wonderful take-home for parental reinforcement.

Online Resources for Teachers

[Curriculum audio/visual overview.](#) Designed to provide teacher quick grasp of the subject matter. 2-5 minutes per unit. Non-sequential. In part or in whole.

[Selected sites](#) provide teachers with background information and additional resources in support of the lessons in each of five units and twenty topics.

In addition, the sites used to provide context for the online lessons are easily previewed and accessed from the lesson plan.

Students consider great communications inventions, including the Internet, and assess advantages and disadvantages of each.

What is Cyberspace?

Cyberspace Country

Students contrast cyberspace with actual and fantasy places, learning that cyberspace is where real people connect using computers and real experiences take place. They then visually express their conception of the geography of cyberspace in the U.S.

How does the Internet work?

What is a network?

Students model a network and learn that the Internet consists of many computer networks that are able to communicate with one another.

Into the Future

Imagining the Future

Students are presented with emerging computer and Internet technologies, and predict how such changes might directly affect the lives of kids in the future.

Grades 6-8

[top](#)

Safety:

Private Identity Information

Private and Personal Information

Students learn they can converse and share ideas and opinions with others in cyberspace. They adopt a critical thinking process to protect themselves as they visit sites requesting private identity information.

Protecting Private Identify Information

Students review examples of private identity information and recall the safety rule about giving out such information in cyberspace. They also explore private identity information in the context of selecting passwords and look at some students' personal Web sites, evaluating how well each protects or reveals private identity information.

CyberPals

Play it Safe with Cyberpals

Exploring the concept of anonymity in cyberspace, students learn that cyberpals remain strangers to them and that they must ask a parent or guardian before revealing private identity information or planning to meet.

Feeling Comfortable

Dealing with Online Bullies

Students reflect on the rewards of cyberspace and then consider bullying scenarios in which they examine their personal comfort levels. They learn to recognize such feelings and responsibly handle the unacceptable behavior of others.

Chat and Message Safety

Savvy Talk

Students explore the benefits of online chatting and messaging and consider scenarios in which they might feel uncomfortable or, inadvertently, give away private identity information. They discuss safety rules to apply when sending message in cyberspace.

E-mail Safety

Smart E-mailing and IMing too!


Students consider the challenges of using E-mail and IM, discussing ways of handling them safely and responsibly.

Manners:**Cyber Citizenship** Power and Responsibility

Students consider the power of the Internet to disseminate positive and negative ideas of individuals, as well as large organizations. They relate the privileges and responsibilities of cyber citizenship to their school's Acceptable Use Policy (AUP).

Respecting the Law Considering Copying


Students consider possible ways to copy others' works using the Internet and learn that many forms of copying are illegal or unethical.

Computer Ethics Can You Hack It?


Students learn that computers and electronic files are property and explore the reasons for, consequences, and ethics of teen hacking.

Netiquette Good Messaging Manners

Students learn guidelines for good manners in cyberspace, including tips for E-mail, instant messages, chat, and message boards.

Advertising:**Recognizing Commercial Intentions** Sticky Sites


Students explore why and how commercial Web sites attempt to attract and keep visitors.

Privacy Check the Privacy Policy


Students evaluate Web site privacy policies with a checklist based on Federal Trade Commission rules for compliance with the Children's Online Privacy Protection Act.

 Privacy - What's the big deal?

Students explore the concept of privacy in their everyday lives and as it relates to visiting Web sites.

Research:**Search Engines and Directories** Investigating Search Engines and Directories


Students learn how search engines, directories, and meta-search engines work and compare and contrast their features.

The Nuts and Bolts of Searching Smart Keyword Searching

When you know the specific information you need, keyword searching is the most effective method of searching on the World Wide Web. Students learn strategies to increase the accuracy of their search. They compare the number and kinds of sites obtained and make inferences about the effectiveness of the strategies.

 Making Search Decisions

Students interpret some powerful decision-making tips to increase their searching efficiency and then apply them in school research scenarios. They also learn to look for advance search strategies offered at most search sites.


Evaluating Web Sites Identifying High-Quality Sites

Students learn that, because anyone can publish on the Web, they must carefully evaluate the sites they use for research. They review evaluation criteria and use a checklist to "grade" informational sites.


Homework Help

 How to Cite a Site


Students learn how to write bibliographic citations for online sources following the style recommended by the Modern Language Association.

What about the library? Online @ the Library


Students learn that there are often advantages to using the Internet from a school or public library and investigate the specific services offered by their own library.

Technology:**Communications** Great Moments in Communications


Students assemble a timeline to understand how communications technology has evolved, and relate the invention of the Internet to earlier inventions.

What is Cyberspace? Cyberspace World



Students consider the concept of cyberspace as a place and learn that it can be defined as real people communicating through computers connected to the Internet. They create a map to visually represent that definition, taking into account the influences of population, language, and geography around the world.

How does the Internet work? Information Highways

Students model how information travels on the Internet and discover how the design of the Internet allows it to grow easily and never completely break down.

Into the Future Debating the Future

Students analyze social issues related to the future use of the Internet, decide if they agree or disagree with one another, and support their views in a debate.

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Site last updated: routine monthly basis

BURLINGAME SCHOOL DISTRICT

Regarding the issue of:

Are the Middle School Students in San Mateo County Trained in Issues of Internet Safety
Report

Burlingame School District, one of the respondents, agrees with the finding.

The recommendation has not yet been implemented, but will be implemented in the future,
with a time frame for implementation



San Mateo-Foster City School District

September 14, 2007

Hon. John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94403

Re: Are the middle school students in San Mateo County trained in issues of
Internet Safety Report

Dear Judge Grandsaert,

The San Mateo-Foster City is in receipt of the Grand Jury Report of June 21, 2007 which contains findings and recommendations: Are the Middle School Students in San Mateo County Trained in Issues of Internet Safety?

1. Recommendation:

Adopt an Internet safety program for all sixth, seventh and eighth grade students. This program should be based on the i-SAFE model and be implemented no later than the 2008-2009 school year.

District Response:

The San Mateo-Foster City School District agrees with the findings of the Grand Jury and as a result of the findings proposes to implement content from the iSAFE Program in grades six, seven and eight. The timeline for the plan is to pilot the program at one of our middle schools in the Fall of the 2007-2008 school year and then adapt the program based upon feedback from this pilot. Our other three middle schools will then present the program to all three grades in the spring of the 2007-2008 school year. (See attached Plan.)

2. Recommendation:

Adopt an Acceptable Use Policy that clearly defines cyber-bullying and includes a no-tolerance policy of cyber-bullying activities and detailed consequences if this policy is broken.

District Response:

The San Mateo-Foster City School District agrees with the Grand Jury's findings that Acceptable Use Policies are essential prior to student use of the Internet.

Board of Trustees:

Jack E. Coyne, Jr.
Mark D. Hudak
Lory Lorimner Lawson
Melodie Lew
Cathy Rincon

Superintendent:

Pendery A. Clark, Ed.D.

1170 Chess Drive
Foster City, CA
94404
(650) 312-7700
FAX (650) 312-7779
www.smfc.k.12.ca.us

The San Mateo-Foster City School District has implemented Policy 5200, Student Use of Online and Networked Services, which is detailed and specific. Students and Parents are required to sign a User Agreement and Parent Permission Form at the start of each school year indicating that the student and parent/guardian understand and agree to abide by specified user obligations and responsibilities. Discipline consequences are included. The Regulation clearly specifies rules for Online Behavior, which include harassment, threat or display of offensive messages or pictures, and use of appropriate language with no swearing, vulgarities or use of other inappropriate language.

Please let me know if you have any questions or need further assistance.

Sincerely,

Pendery A. Clark, Ed.D.
Superintendent

Attachments

cc: Board of Trustees
Cabinet
County Superintendent

San Mateo - Foster City School District

Internet Safety for Students, Staff & Parents

In the San Mateo-Foster City School District, we have identified five Goals for using technology as a tool for integration and differentiation in our district. Goal 5 states that “Each student will use technology ethically, legally and responsibly.” In support of that goal, the San Mateo-Foster City School District Technology Liaison Team, comprised of one teacher from each of our twenty K-8 schools, serves as a resource for teachers throughout the district to have access to tools and training to keep students safe as they use online tools in our classrooms and computer labs.



During the 2006-2007 academic year, school Technology Liaison provided large, colorful, glossy informational safety posters (pictured here) for all classrooms in every school, lab and library in the San Mateo-Foster City School District.

Posters for new 2007-2008 teachers will be delivered to classrooms after the first Technology Liaison meeting in the fall of 2007. The posters were designed by our local California Technology Assistance Project, and link to the areas of Personal Information, Cyber Predators, Inappropriate Content, Social Networks, Intellectual Property and Cyberbullying. The links are divided into three categories: Information for Teachers, Information for Parents, and Information for Kids, and can be found at <http://www.ctap4.org/cybersafety/>. In addition to the above resource, in the fall of 2007, we propose to implement content from the iSafe Program at

<http://www.isafe.org> in grades six, seven and eight. We will begin with a pilot project in the sixth-grade Exploration Elective Wheel at Bowditch Middle School, as all sixth-grade students are participate in “Cyber Safety Week” during the last week of their required keyboarding elective. During this week, the teacher will introduce students will

participate in hands-on discussion and interactions in the following areas:

- Day 1: Online pre-assessment and Lesson 1 Cyber Community small group worksheet follow-up
- Day 2: Cyber Security Discussion with small group activity worksheet follow-up
- Day 3: Cyber Safety Discussion with small group activity worksheet follow-up
- Day 4: Predator Identification Discussion small group activity worksheet follow-up
- Day 5: Intellectual Property / Copyright Discussion with small group activity worksheet follow-up, online post-assessment, and distribution of certificate for completion of "CyberSafety Week."

This pilot project at Bowditch Middle School would be followed by a staff development training for all middle school keyboarding teachers to follow this model during an upcoming Professional Development Day either this spring or in the fall.

For Grades seven and eight, we have a two possibilities for consideration:

- 1) A series of two yearly grade-level assemblies in Cyber Safety topics or ...
- 2) Integrated math lessons, based on CST tested standards that math teachers are already teaching. The lesson pages attached could be divided between Grade 7 and Grade 8 math teachers, and would be incorporated into the curriculum when the middle-school math teacher gets to the graphing and statistics section in the regular curriculum.

A staff development afternoon for the 40 or so SMFCSD math teachers would be a must to make this dynamic possibility a reality.

In addition, all library staff have requested training in Internet Safety and could be trained to use iSafe materials at their first meeting in fall 2007 (November 13, 2007 between 8:00-12:00), and all Technology Liaisons could be trained during the first District Liaison meeting day in the fall. Training agenda would include:

- 1) Introduce national Internet Safety statistics using the iSafe PowerPoint presentation provided by the program [15 min]
- 2) Direct participants to the iSafe site <http://www.isafe.org> and guide them through registration [10 min]
- 3) Direct participants to the online video training module to become certified as iSafe trainers, followed by a short discussion [45 min]
- 4) Support participants as they file an Instructional Plan for their schools so that downloadable materials will become available for each of the 20 SMFCSD school sites. [15 min]

- 5) Review resources for students, parents, and teachers found on the colorful CTAP Internet Safety poster, present in all SMFCSD classrooms and libraries.
- 6) Distribute a printed certificate of completion, ready to frame.

Prepared by:
Mary Buckman, SMFCSD Technology Coach

San Mateo-Foster City School District

POLICY 5200

STUDENT USE OF ONLINE AND NETWORKED SERVICES

The Board of Trustees recognizes that technology provides ways to access the most current and extensive sources of information. Technology also enables students to practice skills and to develop reasoning and problem-solving abilities.

Online services/Internet Access

The Board intends that Internet and other online resources provided by the District be used to support the instructional program and further student learning. To that end, every effort shall be made to provide equal access to technology throughout the District's schools and classes.

The Superintendent or designee shall establish guidelines governing student access to and use of technology. The regulations shall include, but not be limited to, the following:

Student Acceptable Use Agreement

Students and parent/guardian shall sign User Agreement and Parent Permission Form at the start of each school year indicating that the student and parent/guardian understand and agree to abide by specified user obligations and responsibilities;. Parents will agree to accept responsibility for informing their child about the acceptable use regulations outlined in the accompanying Student Acceptable Use of Online and Networked Services regulations.

The Superintendent shall direct staff to supervise and guide students toward appropriate materials while using online services. Teachers may ask adult instructional assistants to assist in this supervision. The Superintendent will enforce the No Child Left Behind Act (Title II, Part D) requiring use of a technology filtering tool to block or filter Internet access to material harmful to minors in the areas of: pornography, hate speech, weapons, violence, and gambling.

The Superintendent or designee shall establish administrative regulations governing use of the District's online services. He/she shall ensure that users have no expectation of privacy and understand that District staff will monitor online activities to ensure proper use of the system. Students who fail to abide by these regulations shall be subject to disciplinary action, revocation of the user account, or legal action as appropriate.

Legal References:

EDUCATION CODE

- 51006 Computer education and resources
- 51007 Programs to strengthen technological skills
- 51870-51874 Education technology
- 60044 Prohibited instructional materials

PENAL CODE:

313 Harmful matter

502 Computer crimes, remedies

632 Eavesdropping on or recording confidential communications

UNITED STATES CODE, TITLE 20:

6751-6777 Enhancing Education Through Technology Act, No Child Left Behind Act, Title II, Part D

Approved May 18, 2006

Revised May 1, 2006

REGULATION 5200

STUDENT ACCEPTABLE USE OF ONLINE AND NETWORKED SERVICES

The following regulations are designed to guide District staff in implementing the Board's policy on the Student Use of Online and Networked Services.

1. The Director of Technology in collaboration with the District Technology Advisory Committee and the Instructional Technology Team, will maintain responsibility for designing and implementing processes for protecting students and preventing violation of district regulations and local, state, and federal laws.
1. Students and parents of student users of the school and School District Internet connection will be required to sign an annual User Agreement and Parent Permission Form which will be kept on file as a legal, binding document.
2. Parents will be required to sign an annual "Student in Media Consent" form indicating whether or not their student's image or work may be used in materials published online by school or district personnel.
4. Staff and Students who have access to electronic information resources will receive instruction by trained staff in the acceptable use of these electronic and online resources, rules for online behavior (network etiquette), access privileges, and penalties for violation of the system.
5. District staff will maintain open communication with students and parents about how the Internet is being used in the classroom in order to avoid misunderstandings and undue concern. Possible means of communication include newsletters, online correspondence, and/or parent education sessions. Links to supplemental materials regarding internet safety and security will be posted in appropriate sections of the district website.
6. Classroom teachers will supervise student use of online information systems and guide students toward appropriate materials. Teachers and adult classroom/lab aides will ensure that students abide by the rules of network etiquette online behavior defined in the Acceptable Use Agreement.
7. District staff will maintain the district computer and telecommunications systems and monitor internet and e-mail filtering tools to ensure proper maintenance and use.

RULES FOR ONLINE BEHAVIOR

Students are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

- Use the internet as directed by a teacher or aide. Do not use the internet to harass, threaten or display offensive messages or pictures.
- Use appropriate language. Do not swear, use vulgarities or *use* any other inappropriate language.
- Do not violate copyright laws or plagiarize the work of others found on the net.
- Do not reveal your personal address or phone number, or the addresses and phone numbers of other students.
 - E-Mail, chat rooms, instant messaging, blogging or other social networking is prohibited except when approved for student learning and directly supervised by teaching staff.

Text or graphic material created on or saved to district systems is not private. Any material relating to or in support of prohibited or illegal activities shall result in loss of access privileges, disciplinary action, and/or legal action as appropriate.

Revised: May 1, 2006



USER AGREEMENT AND PARENT PERMISSION FORM

As a user of the San Mateo-Foster City School District's computer network, I agree to comply with the rules outlined in Regulation 5200 "Student Use of Online and Networked Services, Acceptable Use of Electronic Information Resources". I also agree to follow all rules and regulations regarding use of electronic devices and network access posted in classrooms, libraries and laboratories throughout my school. I understand that breaking the rules and regulations may result in loss of internet privileges and other disciplinary measures.

Student Signature _____

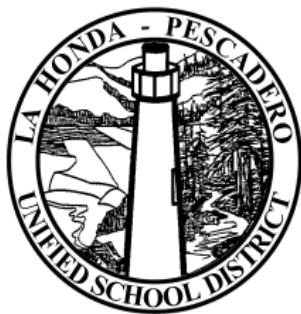
As parent or legal guardian of the minor student signing above, I grant permission for my child to access networked computer services. I understand that individuals and families may be held responsible for violations of district and school rules governing use of electronic information sources. I accept responsibility for informing my child about the acceptable use of the internet as outlined in "Rules for Online Behavior" Regulation 5200.

Parent/Guardian Signature _____ Date _____

Parent/Guardian Name (please print) _____

Student Name _____ School _____

Grade _____ Home Room Teacher _____



LA HONDA-PESCADERO UNIFIED SCHOOL DISTRICT
P.O. Box 189 • 620 North Street, Pescadero, CA 94060
650-879-0286 • FAX 650-879-0816

Timothy A. Beard, Superintendent

A Lighthouse District

September 14, 2007

Hon. John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center, 2nd floor
Redwood City, CA 94063-1655

Hon. Judge Grandsaert:

This letter is in reference to the 2007-08 County Grand Jury report on Internet Safety and Middle School Students. The La Honda-Pescadero Unified School District has considered the Grand Jury's findings and submits this letter in response to the recommendations to school districts in the County.

The District is in agreement with the core of the report's concern, namely that middle school students are vulnerable to the threats of cyber predation and cyber bullying on the Internet. The District believes that we must provide instruction on the Internet to help our students and parents understand the potential dangers they may find there.

To that end, we will take the following steps to address the problem:

- Revise our Acceptable Use Policy this year to include specific language regarding cyber bullying.
- Provide parent training on using the Internet and Internet safety to help parents understand what their children are exposed to on the Internet.
- Explore Internet safety programs such as i-SAFE and implement such curriculum by the 2008-09 school year.

The findings of the Grand Jury report will be helpful to us as we plan our strategy to address this issue.

Sincerely,

Timothy A. Beard,
District Superintendent



PVSD

PORTOLA VALLEY SCHOOL DISTRICT

4575 Alpine Road • Portola Valley, CA 94028

Phone: (650) 851-1777 • Fax: (650) 851-3700 • www.pvsd.net

Anne E. Campbell, Superintendent

Board of Trustees

Donna Carano

Donald Collat

Teresa Godfrey

Karen Jordan

Ray Villareal

September 5, 2007

Hon. John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center; 2nd Floor
Redwood City, CA 94063-1655

Dear Judge Grandsaert,

The Portola Valley School District Governing Board has received the Grand Jury's recommendation regarding training middle school students in issues of internet safety.

The Governing Board agrees with the Grand Jury that internet safety for middle school students is an important area for concern. The Portola Valley School District will examine its delivery of internet safety instruction to middle school students and will make additions as needed. The i-SAFE model will certainly be considered as a possible option.

The Governing Board is in the midst of reviewing all of its Board policies, so it will take the Grand Jury's recommendations under advisement as it considers how to define and confront cyber-bullying. We do want to assure you that our students, parents, and teachers all sign a network use policy agreement which clearly spells out expectations for appropriate use of the internet at school and when working on school-related projects.

Thank you for the opportunity to respond regarding this important issue.

Very truly yours,

Karen Shishino Jordan
Board President

BOARD OF TRUSTEES
Russ Hanley
William J. Henderson Jr.
Christopher P. Kiely
Kevin J. Martinez
James R. Prescott



ADMINISTRATION
David E. Hutt, Ed.D.
Superintendent
Lynn Orong
Chief Business Officer

Response to Recommendation

1. Adopt an internet safety program for all sixth, seventh and eighth grade students.

The respondent agrees with the finding. We have already adopted an Internet Safety Program, as documented by our most recent Technology Plan; approved and on file with the California Department of Education. Further, as stipulated by District Policies and Regulations 6162.7 (Use of Technology in Instruction) and 6163.4 (Student use of Technology).

2. Adopt an Acceptable use Policy that clearly defines cyber-bullying and includes a no-tolerance policy of cyber-bullying activities with detailed consequences if this policy is broken.

The respondent agrees with the finding. Each sixth, seventh and eighth grade student has to sign and comply with a student Internet Use Agreement (copy attached).

James R. Prescott
Clerk, San Bruno Park School District
Governing Board

Date

To: Honorable John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center-2nd Floor
Redwood City, CA 94063-1655

From: San Carlos School District
Steven G. Mitrovich, Superintendent
826 Chestnut Street
San Carlos, CA 94070

RE: Response to San Mateo County Grand Jury Report: Middle School
Student Training in Internet Safety in San Mateo County

Recommendations by the Grand Jury:

Finding 1:

All middle schools in the County appear to be in compliance with California Education Code Sections 18030.5, which require them to establish rules for use of school-provided computers and Internet connections. All elementary School districts in the County have developed Acceptable Use Policies (AUP) that are much like contracts. They outline how students are to use school-provided computer technology, including what uses are or are not allowed, and the consequences for violating the policy. Typically, the student, and the student's parents sign the AUP.

SCSD Response: Agrees

Finding 2:

According to the survey, County districts spoken to have technical liaison positions in each middle school. These positions interface with a lead technical advisor in their respective offices who may provide workshops and updates for the schools' technical liaisons.

SCSD Response: Agrees

Finding 3:

Many elementary school districts offer handouts and display posters cautioning students about cyber-bullying and cyber-predators, as well as warning students of the

potential dangers inherent in social networking sites, such as MySpace and Friendster.

SCSD Response: Agrees.

Finding 4:

Some County middle schools include Internet safety as part of the instruction in computer science classes, but no public elementary school district has established a curriculum that specifically deals with Internet safety.

SCSD Response: SCSD has not established a curriculum that specifically deals with Internet safety.

Finding 5:

Several organizations offer Internet safety support to schools, parents and students; some also offer curriculum and consultation. Of the organizations researched by the Grand Jury, a nonprofit foundation called I-safe provided the most comprehensive and detailed training a support. It offers a K-12 curriculum and a community outreach program to students, law enforcement and community. I-SAFE is funded by the U.S. Department of Justice and does not charge for its services.

SCSD Response: Agrees

Finding 6:

Some schools in the County have Internet safety components in computer lab classes, but not all students are required to attend these classes.

SCSD Response: SCSD does not have a specific Internet safety curriculum taught in all classes.

Finding 7:

The survey of all school districts in the County indicate that there is no district-wide curriculum covering issues of cyber-predators, cyber-bullying or appropriate off-campus computer use.

SCSD Response: Agree.

Recommendation 1:

Adopt an Internet safety program for all sixth, seventh and eighth grade students. This program should be based on the i-SAFE model and be implemented no later than the 2008-2009 school year.

SCSD Response: Partially agree. The District first wants to review this recommendation with legal counsel. The District also plans to review this recommendation with the district technology committee and administrative

council. Finally, any new curriculum would have to be approved by the Board of Trustees.

Recommendation 2:

Adopt an Acceptable Use Policy that clearly defines cyber-bullying and includes a no-tolerance policy of cyber-bullying activities with detailed consequences if this policy is broken.

SCSD Response: Partially agree. The District will adopt a new Acceptable Use Policy. The consequences of non-compliance with this policy will be consistent with the enforcement of other policy violations.



Ravenswood City School District
ADMINISTRATIVE OFFICE
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John Bostic, Vice President
M. F. Chester Palesoo, Clerk
Marcelino López, Member
Larry Moody, Member

Maria M. De La Vega
Superintendent

September 19, 2007

Hon. John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

RE: ARE THE MIDDLE SCHOOL STUDENTS IN SAN MATEO COUNTY TRAINED IN ISSUES OF INTERNET SAFETY Report

Dear Judge Grandsaert:

This letter is in response to the June 21, 2007 Grand Jury report regarding findings and recommendations addressing whether *the Middle School Students in San Mateo County are trained in issues of Internet Safety.*

The Ravenswood City School District is in agreement with the Grand Jury findings. In response to the Grand Jury recommendations:

1. *Adopt an Internet safety program for all sixth, seventh and eighth grade students.*

The recommendation has not yet been implemented, but will be implemented in the future. The District Technology Committee will weigh different current Internet safety curricula in Fall 2007 and make an adoption recommendation to be utilized during computer lab instructional time for the 2008-2009 school year. A preliminary staff analysis of the i-SAFE program shows it to be a promising model to adopt for these purposes.

2. *Adopt an Acceptable Use Policy that clearly defines cyber-bullying and includes a no-tolerance policy of cyber-bullying activities with detailed consequences if this policy is broken.*

The recommendation has been partially implemented, but will be fully implemented in the future. The current Student Acceptable Use Policy, developed with assistance from the San Mateo County Office of Education, includes the following language:

"Students may not engage in inappropriate behavior when using the District's tech resources. Examples of inappropriate behavior are:

... Using tech resources to harass, insult or attack others...

5. Violation of these rules is unacceptable and may result in a loss of access and privileges, suspension as well as other disciplinary or legal action deemed necessary."

The district will add stronger, explicit references to cyber-bullying in the Student Acceptable Use Policy for Fall 2008, with language clarifying consequences if the policy is broken.

Sincerely,

Maria M. De La Vega
Superintendent

Brisbane School District

One Solano Street, Brisbane, Ca 94005
Tel: 415-467-0550 Fax: 415-467-2914

Board of Trustees

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Stephen J. Waterman, Esq.

September 12, 2007

Hon. John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

Re: Response to Grand Jury Findings and Recommendations, Internet

Dear Judge Grandsaert:

This response refers to the Brisbane and Bayshore School Districts.

Findings

The respondents agree with the findings.

Recommendations by the Grand Jury

1. *Adopt an Internet Safety program based on i-SAFE model and to be implemented no later than the 2008-09 school year.*

Respondents are reviewing the i-SAFE model at this time. This program includes many useful elements. However, the districts must carefully analyze the amount of instructional time required for complete implementation in the context of the requirements that all children learn state standards. At this juncture, the administrators believe that some of the modules from i-SAFE can and should be integrated into the instructional program. Whereas, the topics covered in other modules are either not serious issues at this time or are adequately addressed in other ways. The staffs from both districts will continue to review modules and plan for implementation during the 2008-09 school year. Moreover, staffs are exploring and implementing other approaches to reduce bullying, including counseling groups, "Families" and presentations. Brisbane School District employs a Lifeskills program, and Bayshore School

Brisbane School District

One Solano Street, Brisbane, Ca 94005
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Bayshore School District

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Edith renderos

Superintendent

Stephen J. Waterman, Esq.

District is implementing Lifeskills at the primary grades and “Character Counts,” in conjunction with the Daly City Police Department, at the Intermediate school.

Judge Grandsaert
Page 2 of 2
September 12, 2007

2. *Adopt an Acceptable Use Policy that Clearly defines Cyber-bullying and includes a no-tolerance policy of cyber-bullying with detailed consequences if the policy is broken.*

Respondent districts currently have use policies for district computer equipment. Districts are wrestling with the First Amendment issues related to free speech and middle school students for cyber-bullying that occurs off campus. Districts are further wrestling with the implications of “no-tolerance” as applied to middle school students and the appropriate consequences for cyber-bullying. At this time, both districts treat cyber-bullying on campus comparably to person-person bullying that occurs. Districts define “no-tolerance” to mean that students experience consequences for each act, including the first offense. The consequences are dependent upon the seriousness of the incident, and include conflict resolution, detention, life skills homework, meetings with the student and her/his parents, and suspension.

Sincerely,

{signature}

Stephen J. Waterman, Esq.
Superintendent

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Stephen J. Waterman, Esq.

September 12, 2007

Hon. John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

Re: Response to Grand Jury Findings and Recommendations, Internet

Dear Judge Grandsaert:

This response refers to the Brisbane and Bayshore School Districts.

Findings

The respondents agree with the findings.

Recommendations by the Grand Jury

1. *Adopt an Internet Safety program based on i-SAFE model and to be implemented no later than the 2008-09 school year.*

Respondents are reviewing the i-SAFE model at this time. This program includes many useful elements. However, the districts must carefully analyze the amount of instructional time required for complete implementation in the context of the requirements that all children learn state standards. At this juncture, the administrators believe that some of the modules from i-SAFE can and should be integrated into the instructional program. Whereas, the topics covered in other modules are either not serious issues at this time or are adequately addressed in other ways. The staffs from both districts will continue to review modules and plan for implementation during the 2008-09 school year. Moreover, staffs are exploring and implementing other approaches to reduce bullying, including counseling groups, "Families" and presentations. Brisbane School District employs a Lifeskills program, and Bayshore School

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Superintendent

Stephen J. Waterman, Esq.

District is implementing Lifeskills at the primary grades and “Character Counts,” in conjunction with the Daly City Police Department, at the Intermediate school.



BELMONT-REDWOOD SHORES
SCHOOL DISTRICT

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Belmont, California
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www.belmont.k12.ca.us

October 9, 2007

Honorable John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center; 2nd Floor
Redwood City, California 94063-1655

Dear Judge Grandsaert:

The Belmont-Redwood Shores School District Governing Board is in receipt of the Grand Jury's recommendation regarding training middle school students regarding issues of internet safety.

The Governing Board agrees with the Grand Jury that internet safety for middle school students is a priority area for training and implementation. The Belmont-Redwood Shores School District is currently in the development phase of the District's Master Plan for Technology which is inclusive of the student skills, acceptable use of internet and technology resources, and staff training. The i-SAFE model is under review and being considered for inclusion in the District's Plan.

Further, Board policies and administrative regulations for all aspects of the District network, connection to the internet for online instructional resources, multimedia projects and interfacing with others in the cyber environment will be reviewed in terms of responding to potential threats to student safety. The District does assure that our students, parents, and staff members are required to sign an acceptable use agreement that clearly specifies the expectations for appropriate use of the District's network, email system, internet and other online resources while working on school-related projects and school business.

Thank you for your concern and for the opportunity to respond to this important issue.

Very truly yours,

Cathy Wright, Board President



WOODSIDE SCHOOL DISTRICT

3185 Woodside Road Woodside, California 94062-2598

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Robert S. Sherman III, Assistant Principal

FAX (650) 851-5577

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(650) 851-1777

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September 2007

Honorable John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

Re: Are the Middle School Students in San Mateo County Trained in Issues of
Internet Safety Report

The Woodside Elementary School District agrees with the finding and has in place an
Internet safety program for all sixth, seventh, and eighth grade students (and their
parents), which also includes an Acceptable Use Policy.

Sincerely,

Daniel A., Vinson, Ed.D
Superintendent/Principal

cc: Board of Trustees



Jefferson School District

*Martin Luther King Jr. Education Center
101 Lincoln Ave. • Daly City, CA 94015
(650) 746-2400 • Fax (650) 997-0273
Web Address: www.jsd.k12.ca.us*

Governing Board
*Marie Brizuela
Hans E. Hansen
K. Annette Hipona
Marianne E. Petroni*

Interim Superintendent
John T. McIntosh

November 2, 2007

Honorable John L. Grandsaert
Judge of the Superior Court
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

Re: ARE THE MIDDLE SCHOOL STUDENTS IN SAN MATEO COUNTY TRAINED IN ISSUES OF INTERNET SAFETY Report

Dear Judge Grandsaert:

The Jefferson Elementary School District responses to the Grand Jury Recommendations related to internet safety are as follows:

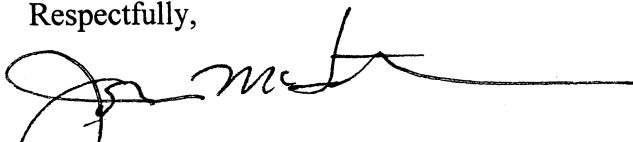
- 1. Adopt an Internet safety program for all sixth, seventh and eighth grade students. This program should be based on the i-SAFE model and be implemented no later than the 2008-2009 school year.*

Jefferson School District agrees with this finding and is currently reviewing the iSafe program for adoption in the second semester of the 2007-08 school year. Teacher representatives from each school, along with the District's Technology Department, have formed the Technology Task Force to focus on cybersafety issues and training.

- 2. Adopt an Acceptable Use Policy that clearly defines cyber-bullying and includes a no-tolerance policy of cyber-bullying activities with detailed consequences if this policy is broken.*

Jefferson School District agrees with this finding. JSD currently has an Internet Use Agreement (submitted with this response) that is under review and will be updated to specifically include 'cyber-bullying' for the 2008-09 school year, along with other issues rising out of the use of new technologies.

Respectfully,



John T. McIntosh
Interim Superintendent

JEFFERSON ELEMENTARY SCHOOL DISTRICT

INTERNET USE AGREEMENT

Jefferson Elementary School District is pleased to offer students access to the Internet. We believe the Internet offers valuable, diverse, and unique resources to both students and teachers. Our goal in providing this service is to promote educational excellence in the District. Part of the District's responsibility in preparing students for the 21st century is to provide them access to leading edge learning tools. The Internet represents a unique opportunity for students to begin exploring the incredible wealth of information that will enhance their learning.

With this educational opportunity also comes responsibility. It is important that families and students read this Internet Use Agreement and discuss it together. Inappropriate use of the Internet will result in loss of computer privileges, and other disciplinary action, if necessary.

The Internet can provide students benefits which include: quick access to valuable, enriching information, the chance to practice research skills; and an opportunity to continue to develop critical thinking and analysis skills. The District also understands that families may have concerns about their children accessing certain information on the Internet. The District believes the benefits to educators and students accessing the Internet far outweigh any disadvantages.

Families need to know that some material obtained via Internet may contain items that are illegal, defamatory, inaccurate, or offensive. The District is using filtering programs to restrict access to this kind of material. However, on a global network it is not possible to control all transmissions. It is possible that a student may discover controversial information either by accident or on purpose. In the end, parents and guardians will be responsible for setting and conveying standards that their children should follow when using the Internet. The District fully supports each family's right to decide whether or not to apply for access.

The purpose of this agreement is to ensure that the use of the Internet is consistent with our stated mission, goals, and objectives as outlined in the first paragraph. The smooth operation of the network relies upon proper conduct of students and faculty. These guidelines are provided so that you will be aware of the responsibilities your child is about to assume.

**ACCESS TO THE INTERNET IS A PRIVILEGE, NOT A RIGHT.
WITH ACCESS COMES RESPONSIBILITY.**

During school, teachers will guide students toward appropriate content. Parents/guardians are responsible for the same guidance at home.

The following will not be tolerated by students, teachers, or administrators with District access to the Internet:

- Sending, displaying, or accessing offensive messages or pictures (the definition of offensive includes but is not limited to: hate-based, abusive, obscene, pornographic, profane, threatening, harassing, or illegal material.)
- Accessing "chat rooms," discussion boards, or news groups unless authorized by the instructor for a class activity directly supervised by a staff member
- Damaging computers, computer systems, or computer networks
- Violating copyright laws
- Using someone else's password
- Accessing someone else's folders, work or files
- Intentionally wasting limited resources such as download time, hard drive space and printing supplies
- Using network for personal profit

ANY VIOLATIONS WILL RESULT IN LOSS OF COMPUTER ACCESS, AS WELL AS OTHER DISCIPLINARY OR LEGAL ACTION.

USERS ARE SUBJECT TO ALL LOCAL, STATE, AND FEDERAL LAWS.

INTERNET USE AGREEMENT

STUDENT SECTION

I have read the Jefferson Elementary School District Internet Use Agreement. I agree to follow all the rules contained in this policy. I understand that if I violate the rules my access can be taken away and I may face other disciplinary measures.

User's Name (print) _____ Grade _____

User's Signature _____ Date _____

PARENT/GUARDIAN SECTION

As the parent or legal guardian of the student signing above, I have read the Jefferson Elementary School District Internet Use Agreement and grant permission to my child to access the Internet for education purposes. I also understand that it is impossible for the district to restrict access to all controversial materials and I will not hold school personnel responsible for material accessed or acquired on the network by my child contrary to the above policy.

Parent's Name (print) _____

Parent's Signature _____ Date _____