

## ADDENDUM A

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### DIGITAL and VIRTUAL EDUCATION – STUDENT ACCOUNTABILITY AND CONDUCT

The School District of Shiocton expects students participating in remote learning to follow school rules during virtual instruction and when interacting with staff and students in a virtual setting. Students may be disciplined for violating school rules during virtual instruction even though the student is not present on District property.

#### Virtual Instruction Accountability and Internet Safety

Virtual instruction requires students to access their educational program online. There are certain risks inherent in all online activities. Students must comply with the following standards and expectations to protect themselves and others.

- The District's Acceptable Use policy applies to all students participating in the District's virtual educational programs and online class activities.
- Use only one (1) username and password.
- Use an appropriate profile picture for any virtual accounts.
- Do not share your username or password with anyone. Each student is responsible for all activities associated with his or her username and password.
- Do not interfere with other student's ability to access virtual instruction or disclose anyone's password to others.
- Do not publicly post personal contact information, including the personal contact information for others.
- Do not use the District's virtual instruction resources for any illegal activities.
- Do not use District virtual instruction resources to send unsolicited electronic-mail messages not pertaining to class (e.g., SPAM).
- Do not use the District's virtual instruction resources to access inappropriate programs, applications, or websites.
- Do not share classroom/small group video or classroom/small group recorded video with third parties (parent(s)/guardian(s) and siblings, excluded) – This includes private messages from staff or others.
- Do not agree to meet in-person with anyone met exclusively on the Internet.

#### Conduct During Virtual Instruction

Virtual instruction is similar to in-person instruction, but presents unique opportunities and challenges. Students are expected to be engaged and courteous to others during virtual instruction and other class activities as they would during in-person instruction in a classroom. The District's Student Code of Conduct applies to all students participating in the District's virtual instruction and online class activities. Students are expected to obey the following standards and expectations, as well:

- Sign-in for virtual instruction and activities using the appropriate, designated username and password.
- Do not allow siblings or other members of the household to participate in virtual instruction unless authorized by the virtual class teacher (they may observe but notice should be provided they are doing so).
- Review typed messages before sending them to remove easily misinterpreted language and proofread for typos.
- Private messages during virtual instruction should be kept to a minimum.
- Engage in virtual instruction discussions in a respectful manner that abides by the following standards:
  - Avoid sarcasm, jargon, and slang;
  - Vulgarity is not acceptable;

- Do not use images, "GIFs," or "Memes" in place of written responses or comments, unless specifically directed to do so by a staff member;
- Focus responses on the questions or issues being discussed, not on the individuals involved.
- Do not make inappropriate comments verbally or via direct messages. Inappropriate messages include, but are not limited to, those that contain:
  - threatening messages or images;
  - insults or attacks of any kind against a person;
  - obscene, degrading or profane language or images;
  - repeatedly sent unwelcome messages or images that harass the recipient; and
  - material that is defamatory or intended to annoy, intimidate, or bully others.

If a student or his/her parent(s)/guardian(s) has any questions about the rules, standards, and expectations applicable to students participating in the District's virtual educational programs and online class activities, the student should contact the Principal immediately.

**DRESS CODE: FACE COVERINGS (MASKS)**

As a result of the pandemic, face coverings (masks) will be required in certain situations when not mandated by a State or county order or as part of the District's return to school/reopening plan. Face coverings are considered part of the dress and grooming practices covered within the Dress Code.

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