

Northwestern Local Schools

INFORMATION RELEASE FORM

Certain directory information and/or photos may occasionally be released to media, colleges, civic or school-related organizations and state or governmental agencies as well as published in programs for the athletic, music, and theater presentations of this District.

Directory information may include the following information:

1. Student's name
2. Student's address
3. Telephone number
4. Students' date and place of birth
5. Participation in officially recognized activities and sports
6. Student's achievement awards or honors
7. Student's weight and height, if member of an athletic team
8. Major field of study
9. Dates of attendance ("from and to" dates of enrollment)
10. Date of graduation
11. Student's photograph, audio, videotape, Internet, and Live Broadcast
12. Transcripts to colleges/universities/scholarship committees

This document certifies that a parent/guardian has given (or not given) permission for information, photographs, audio or video of their under-aged child to be released for publications, publicity materials, Internet sites, and other media developed by the Northwestern Local School District to portray examples of positive educational experiences. Please note that we can not give permission for a release of information for some things and not for others. We have many students and individualizing these choices for each student is not an option. If the choice is to not release information, your child's name will not appear on released lists, including the honor roll.

_____ I give my consent to the release of Directory Information and/or photos.

_____ I do not give my consent to the release of Directory Information and/or photos.

Name of Student _____ Grade _____

Parent's/Guardian's Signature _____ Date _____

Computer/Technology Usage Agreement

Computer use is encouraged and made available to students for educational purposes. The school retains the ownership of all hardware and software, as well as the right to inspect, copy, and delete all files and records created or stored on school-owned computers. The use of the school's computers is a privilege. Students choosing to use the school's computers must sign a contract agreeing to follow the Computer Usage Guidelines posted in the computer lab. Failure to sign this contract will result in denial of all computer privileges. Failure to follow these guidelines can result in temporary to permanent expulsion from the computer lab.

I. COMPUTER/ON-LINE SERVICES

Technology can greatly enhance the instructional program, as well as the efficiency of the District. The Board recognizes that careful planning is essential to ensure the successful, equitable and cost-effective implementation of technology-based materials, equipment, systems and networks. Computers and use of the District network or on-line services support learning and enhance instruction, as well as assist in the administration. Computer networks allow people to interact with many computers; the Internet allows people to interact with hundreds of thousands of networks. All computers are to be used in a responsible, efficient, ethical and legal manner. Failure to adhere to this policy and the guidelines below will result in the revocation of the user's access privilege. Unacceptable uses of the computer/network include but are not limited to:

- 1) Violating the conditions of the Ohio Revised Code dealing with students' and employees' rights to privacy.
- 2) Using profanity, obscenity or other language that may be offensive to another user.
- 3) Reposting (forwarding) personal communication without the author's prior consent.
- 4) Copying commercial software in violation of copyright law.
- 5) Using the network for financial gain, for commercial activity or for any illegal activity.
- 6) Accessing and/or viewing inappropriate material downloading of freeware or shareware programs.

The Superintendent/designee develops a plan to address the short- and long-term technology needs and provide for compatibility of resources among school sites, offices and other operations. As a basis for this plan, he/she examines and compares the costs and benefits of various resources and identifies the blend of technologies and levels of service necessary to support the instructional program

Because access to on-line services provides connections to other computer systems located all over the world, users (and parents of users who are under 18 years old) must understand that neither the school nor the District can control the content of the information available on these systems. Some of the information available is controversial and sometimes offensive.

The Board does not condone the use of such materials. Employees, students and parents of students must be aware that the privileges to access on-line services are withdrawn from users who do not respect the rights of others or who do not follow the rules and regulations established. A user's agreement is signed to indicate the user's acknowledgment of the risks and regulations for computer/on-line services use.

[Adoption date: August 17, 1999]

LEGAL REFS.: U.S. Const. Art. I, § 8

Family Educational Rights and Privacy Act; 20 USC 1232g et seq.

ORC 1329.54-1329.67, 3313.20, 3319.321 20 USC 1232g; 34 CFR, § 99.1 et seq.

CROSS REFS.: IB, Academic Freedom IIBG, Computer-Assisted Instruction JFC, Student Conduct

II. COMPUTER USAGE GUIDELINES

Staff, students or community members who are specifically authorized to use the District's computers or on-line services, shall comply with the following guidelines and procedures.

- 1) Use appropriate language. Do not use profanity, obscenity or other language, which may be offensive to other users. Illegal activities are strictly forbidden.
- 2) Do not reveal your personal home address or phone number or those of other students
- 3) Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to all messages relating to or in support of illegal activities and such activities may be reported to the authorities.
- 4) Use of the computer and/or network is not for financial gain or for any commercial or illegal activity.
- 5) The network should not be used in a way that it disrupts the network use of others.
- 6) All communications and information accessible via the network should be assumed to be private property.
- 7) Rules and regulations of on-line etiquette are subject to change by the administration.
- 8) The student in whose name an on-line service account is issued is responsible for its proper use at all times. Users shall keep personal account numbers, home addresses and telephone numbers private. They shall use this system only under their own account numbers.
- 9) The system shall be used only for purposes related to education or administration. Commercial, political and/or personal use of the system is strictly prohibited. The administration reserves the right to monitor any computer activity and on-line communications for improper use.
- 10) Users shall not use the system to encourage the use of drugs, alcohol or tobacco nor shall they promote unethical practices or any activity prohibited by law or Board policy.
- 11) Users shall not view, download 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, citizenship status, sex, sexual orientation, age, disability, religion or political beliefs.
- 12) Copyrighted material may not be placed on the system without author's permission.
- 13) Vandalism results in the cancellation of user privileges. Vandalism includes uploading/downloading any inappropriate material, creating computer viruses and/or any malicious attempt to harm/destroy equipment/materials or data of any other user.
- 14) Users shall not read other users' mail or files; they shall not attempt to interfere with other users' ability to send or receive electronic mail, nor shall they attempt to read, delete, copy, modify or forge other users' mail.
- 15) Users are expected to keep messages brief and use appropriate language.
- 16) Users shall report any security problem or misuse of the network to the teacher or the principal or immediate supervisor.

User/Student

I understand and will abide by the aforementioned Terms and Conditions for the use of the Northwestern Local School District network. I further understand that violation of the guidelines and regulations above is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action and/or appropriate legal action may be taken.

User/Student Signature _____ Printed Name _____ Grade _____ Date _____

Parent/Guardian (required if user is under the age of 18)

As parent or guardian of the above user, I have read the Terms and Conditions for the use of the Northwestern Local School District network. I understand this access is designed for educational purposes and will hold harmless the District and other network organizations for materials acquired by the above user from the network. Further, I accept full responsibility for supervision of the user if and when usage is not within a school setting.

Parent/Guardian Signature _____ Printed Name _____ Date _____

**Northwestern Local School District
Waiver for Personal Electronic Property**

This is an agreement with students, staff, parents and community members to be responsible and accountable users of any personal electronic property they wish to bring onto school or district premises.

The purpose of this agreement is to establish rules and requirements that must be met by all users that bring personal electronic devices and/or connect to the Northwestern Local School District (NLSL) network. The following standards will ensure that the network is not negatively impacted and that all resident systems remain secure and intact. The privilege of connecting to our network is provided for the purpose of educating students and conducting school business.

Name (please print) _____ Grade _____

Device _____

Serial Number _____

MAC Address Wireless _____ Wired _____

I understand that this device is my personal property and not the property of the school or district. As such, I understand that NLSL can assume no responsibility for this device and will be held blameless in the event of damage or loss. I understand that responsibility for the care of the device and my behavior while using this device belongs to solely to me.

Use of personal devices on school or district grounds and/or access to the network is contingent upon prudent and responsible use. The user will abide by the NLSL Acceptable Use Policy, which prohibits the NLSL network for illegal, inappropriate or unethical purposes. It is in violation of this agreement to: 1) access, upload, download or distribute inappropriate material; 2) transmit obscene, abusive or inappropriate language; 3) violate and local, State or Federal statute; 4) vandalize, damage or disable the property of another person or organization; 5) access another person's materials, information or files without the implied or direct permission of that person; 6) violate copyright, or otherwise use another person's intellectual property without their prior approval or proper citation.

I acknowledge and understand the above information concerning the appropriate use of personal electronic property while connected to the NLSL network. I understand this agreement will be kept on file at the school or office where the personal device will be used.

As a user of the NLSL network, I agree to comply with the above stated requirements and to use the network in a constructive manner. I'm prepared to be held accountable for my actions. I understand that any violations of this agreement may result in one or more of the following:

- Cancellation of use of access privileges
- Payments for damages and repairs
- Disciplinary action and/or civil or criminal liability under other applicable laws.

In exchange for connecting my personal electronic device to the NLSL's network, I knowingly and willingly convey all legal rights and privileges to any and all information and/or materials stored in the device to the district administration, and grant him/her the same access to the information and/or material as with any electronic device owned by NLSL.

User/Student Signature _____ Printed Name _____ Date _____

Parent/Guardian Signature _____ Printed Name _____ Date _____

Northwestern Middle School

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West Salem, OH 44287
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Home of the Huskies

Preparing our students today for tomorrow's opportunities

Student-School-Parent Compact

Northwestern Middle School and the parents of the students participating in activities, services, and programs funded by Title I agree that this compact outlines how they will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.

This school-parent compact is in effect during the **2018-2019** school year.

School Responsibilities

Northwestern Middle School will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:
 - Curriculum and instruction aligned to the State Academic Content Standards
 - Quarterly Assessments in all content areas
 - Thirty minutes of Extra Help daily for all students
 - Thirty minutes of Intervention or Enrichment daily for all students
 - *Power of the Incomplete* assignment completion policy
 - Response to Intervention (RtI) progress monitoring and research-based interventions in reading and math
2. Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's achievement. Specifically, these conferences will be held:
 - November, 2018
 - January, 2019
 - March, 2019
3. Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:
 - Interim progress reports
 - Report cards
 - Parent and student access to Progress Book
 - Email
 - School/Home Communication Log
 - Conference/Meeting
 - Home visit
 - Phone call
4. Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:
 - Email
 - Conference/Meeting
 - Phone call
 - School/Home Communication Log
5. Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities as follows:
 - Parent-Teacher Organization
 - Classroom volunteer

Parent Responsibilities

We, as parents, will support our children’s learning in the following ways:

- A. Do everything possible to provide a home environment that will encourage and stimulate learning by:
 - 1. Discussing what was learned at school each day.
 - 2. Establishing a set time for completing homework each day which includes providing an appropriate place away from conflicting situations.
 - 3. Modeling the importance of learning.
 - 4. Providing positive reinforcement for academic achievement.
 - 5. Fostering a healthy respect for school.
 - 6. Reading to my child daily or seeing that my child reads each day.
- B. Communicate regularly with my child’s school and teacher by:
 - 1. Regular communication with the teacher, including conferences, classroom visits and phone calls
 - 2. Developing and maintaining an open and positive relationship with the teacher.
 - 3. Volunteering in school as your schedule permits.
 - 4. Reviewing homework, report cards, Agenda books, and other forms of communication.
 - 5. Attending school functions on a regular basis.
- C. Remind my child of the importance of discipline, especially self-discipline, by:
 - 1. Reviewing the Student Code of Conduct in the Agenda.
 - 2. Reinforcing appropriate school behavior.
 - 3. Emphasizing the importance of being well prepared for school by having the necessary school supplies and completing homework assignments.
 - 4. Seeing my child is dressed appropriately for school each day.
- D. See to it that my child is in school every day as long as he/she is healthy. I understand the relationship between regular attendance and successful academic performance.

Student Responsibilities

We, as students, will share the responsibility to improve our academic achievement and achieve the State’s high standards. Specifically, we will:

- A. Take responsibility for completing all class work and homework assignments.
- B. Attend school regularly and promptly.
- C. Follow the rules and regulations of the school.
- D. Demonstrate respect for myself, other students and adults.

Faculty and Staff Responsibilities

We, the faculty and staff, in order to assist our students in becoming competent and lifelong learners will:

- A. Emphasize high academic achievement and challenge each student’s desire to learn.
- B. Provide a positive, safe and respectful environment.
- C. Provide regular notification of academic progress and conduct of each student.

Student Name (please print) _____ Student Signature _____ Date _____

Grade _____ Please check here if you have internet access in your home.

Parent Name (please print) _____ Parent Signature _____ Date _____

Teacher Name (please print) _____ Teacher Signature _____ Date _____

Principal Name **Rachel R. Beun** Principal Signature  Date 8/1/18