

STEM SCHOOL HIGHLANDS RANCH POLICY
Electronic Device Monitoring

I. PURPOSE

Electronic devices are vital learning tools in the STEM environment. In order to better facilitate oversight by teachers of student electronic device use, to eliminate the distraction and danger of unsupervised use of the Internet, to eliminate the disruption caused by the use of unauthorized or inappropriate applications during instruction time, and to enhance teacher instruction capabilities in the classroom setting, student electronic devices used in classrooms at STEM School Highlands Ranch (STEM) shall all have monitoring software installed. The software is not intended to monitor student electronic device activity outside of STEM's network at any time for any reason.

II. POLICY

Monitoring Capabilities & Restrictions

The STEM administration shall have authority to select the student computer monitoring software of its choice and revise the selection as new technologies become available. The software shall be installed directly onto all STEM-issued computers that are intended to be used by students and/or the student's personal computer(s). The STEM monitoring software shall only be active and functional while the computer is connected to the STEM network and/or during school hours.

While any computer is connected to the STEM network, the monitoring software should ideally allow STEM teachers or administrators to do the following:

- Give assessments and receive results instantly;
- Place the teacher screen onto student computers for close-up demonstrations and to lock the screen in place during instruction;
- Share student screens with classmates;
- Send messages to, and receive messages from, students;
- View and monitor student computer screens on their teacher or administrator computer;
- Control student computers from the teacher or administrator computer (for example, keyboard, mouse, screen);
- Allow or block certain web sites on student computers; . Allow or block applications on student computers;
- Send and receive files to/from students;
- View internet browsing history on student computers (subject to the restrictions set forth below).

Electronic Device Monitoring Policy

Teachers and administrators shall not use Monitoring software to do the following:

- Monitor or review student computer use (including without limitation internet activities, keystrokes, application usage, or files) that occurs while the student computer is not at school;
- View a student using the student's computer camera;
- Monitor keystrokes at any time.

Use of Monitoring Software on Personal Student Electronic Equipment

The use of personal student computers at STEM is a privilege, not a right. In order for a student to use a personal computer at STEM, the computer must have the monitoring software installed and regularly updated as deemed necessary by School administration. Students are not required to have the monitoring software installed on their personal computers that remain outside of the STEM facility. However, personal student computers without the monitoring software installed will not be allowed to be used in the classroom.

Monitoring software will not be installed on any personal student computer without the express and written consent of that student's parent or guardian using a monitoring software permission form. All STEM computers used by students shall have the monitoring software installed.

As noted above, the monitoring software shall not be used to monitor a student's computer use except when the student is on STEM grounds and is expected to be using the computer in conjunction with classroom instruction or school work. To the extent that the monitoring software can be configured or used to monitor or review computer use that occurs while the student is not on STEM grounds, STEM personnel shall not use such software to monitor or review student computer use (or track any history of such use), including internet browsing history and keystroke history relating to activities that occurred off STEM grounds.

The monitoring software may provide the capability for STEM personnel to remotely control a student's computer while on the School's network. School personnel shall not use this capability except to assist a student in the performance of his or her assignments and shall not use this capability without first providing specific notice to the student. Such notice may be provided verbally or in writing and immediately before the capability is engaged.

Electronic Device Monitoring Policy

Use of Monitoring Software on STEM School Computers

Monitoring software shall be installed on all computers owned by STEM and intended to be used by students. As with personal student computers, the monitoring software on STEM computers shall not be used when the computer is not connected to the STEM network. In the rare and unlikely event that a student must take a STEM computer home, STEM shall only monitor the student's use of the STEM computer during school hours.

Approved by the STEM School Board on 11/10/2022.
(dd/mm/yyyy)

STEM School Highlands Ranch

By: Michelle Horne (*signature on file*)
(Signature, Board secretary)

Michelle Horne
(Printed name, Board secretary)

Adopted: 2013

Revised: October 2022