

Oneida City School District

Technology

Reopening Information Sheet

Chromebooks

Students in grades PK-12 will be issued a Dell Chromebook when school starts, or they will continue to use the Chromebook that was previously assigned to them. Students are assigned a Chromebook and charger for the duration of their school career. Chromebooks are not collected over school breaks or over the summer. Students are encouraged to use their devices to pursue academic learning, hobbies, and other passions as long as those pursuits are appropriate on a school-issued device. Students who transfer, have been expelled, or are high school seniors will need to return their Chromebook with originally supplied charger to their classroom teacher, guidance, or main office.

Information about Chromebooks including the Responsible Use and Guidelines and FAQ Document can be found on the district website under Parent Resources > 1:1 Chromebook iLearning Initiative.

<https://bit.ly/33TunAV>

Cellular Hotspots

Under certain circumstances, the district will loan cellular hotspots for students to utilize at home during the academic year and returned in June. If the student is in need of a cellular hotspot, parents and guardians are encouraged to contact the building principal so arrangements can be made for a loaner device.

There are many public locations that provide free Internet access. Some of the locations are:

Oneida High School Athletic Field, Oneida High School Student Parking Lot, Public Library, McDonalds, SavOn, Dunkin, Burger King, Arbys and Byrne Dairy.

Student Email

As we work to increase communication between students and teachers, the District has opened email accessibility for students in grades 3-12. Students in grades 3-12 are given a district '@ocsdny.org' Google EDU account that will be used for student-teacher and student-student communication only. Students can access this feature by opening the Chrome web browser and typing in mail.google.com in the address bar or by clicking on Gmail in their Google EDU applications or applications 'waffle'. Student usernames and email address reads as their graduation year, first initial, full last name and @ocsdny.org. For example: John Smith graduating in 2021 will have an account that reads 21jsmith@ocsdny.org. The student's password is their existing network password. More information about student email can be found on our district website under Student Resources > Student Email or under COVID-19 > Technology > Student Email <https://bit.ly/2CoZ59A>

Password Changes

Starting in September 2020, for security reasons, students in grades PK-2 and 6th grade will have their passwords updated to a more complex password. Teachers will get copies of these student passwords and will be sharing them out with students and families. Passwords for students in grades 3-5 and 7-12 will remain the same.

Parent/Student IT Support Ticket System: OSTicket

In order to streamline technology support requests from parents and students, the district will be utilizing a support ticket system called OSTicket. Every support request will be assigned a unique ticket number, which parents and students can use to track progress and responses online. Tickets will be responded to during school hours. Response time will vary due to the volume and request type. For reference, complete archives and history of all support requests are available in the portal. An account is not needed to create a support ticket but a valid

email address is required. A link to OSTicket can be found on the district website under Parent Resources > Parent/Student IT Support Ticket System. <https://osticket.oneidacsd.org/>

iLearning Resources

An iLearning Resource site has been created for parents to reference that includes digital safety, learning from home resources, and Google suite support. A link to these resources can be found on the district website under Parent Resources > iLearning Parent Resources <https://bit.ly/3aolQWH>

NYS Education Law 2-d and Parents' Bill of Rights

A student's personally identifiable information cannot be sold or released for any commercial or marketing purposes. Parents have the right to inspect and review the complete contents of their child's education record, including any student data maintained by the Oneida City School District. This right of inspection of records is consistent with the federal Family Educational Rights and Privacy Act (FERPA). Under the more recently adopted regulations (Education Law §2-d), the rights of inspection are extended to include data, meaning parents have the right to inspect or receive copies of any data in their child's educational record.

More information on Data Privacy and Security, NYS Education Law 2-d and FERPA can be found on our district website under Parent Resources > Data Privacy. <https://bit.ly/33Ybe0w>

NextCloud for File Sharing

The District is leveraging NextCloud as a secure file sharing platform to assist in keeping personal identifiable information out of email. NextCloud is a secure platform hosted in the district and updated daily for any security updates. As a district, we understand the importance of protecting the data we keep, and with NextCloud, the district has the ability to share files between different users, organizations, and families confidentially and more securely.

NextCloud works when a district employee has a high level of personal information to share that includes data that is linked to a specific student that would allow someone who does not have personal knowledge of the circumstances, to identify the student. In lieu of sending personal information in an email, the sender can strip the personal data out, make a phone call, or send the information in a secure file from the NextCloud platform. District employees have been trained to identify the level of information that would prompt the use of NextCloud services.

When a file is sent with NextCloud, you will be sent two emails. The first email will be a link to the file itself and will look like the first image below. The second email will include a complex password to retrieve the file and will look like the second image below. Passwords are case sensitive. Links within the email are set to expire and are set by the sender. If you do not download the file being sent to you within the timeframe set by the sender, the file will no longer be accessible through email. The sender has the ability to unshare and edit the level of access to the document before it is opened. If you are unable to access the file, it is important to notify the sender as they will not get a read receipt.

The Oneida City School District takes seriously its obligations to secure information systems and protect the privacy of data collected, used, and shared. NextCloud is one of many solutions the district utilizes to protect our data.



Genevieve Brauner shared »Welcome Slide .png« with you

Genevieve Brauner shared »Welcome Slide .png« with you. Click the button below to open it.

Open »Welcome Slide .png«



Password to access »Welcome Slide .png«

Genevieve Brauner shared »Welcome Slide .png« with you. You should have already received a separate mail with a link to access it.

It is protected with the following password: