




STATE OF HAWAII  
DEPARTMENT OF EDUCATION  
P.O. BOX 2360  
HONOLULU, HAWAII 96804

OFFICE OF STRATEGY, INNOVATION AND PERFORMANCE

July 22, 2015

TO: Principals (All)  
Public Charter School Directors

FROM: Tammi Chun  
Assistant Superintendent   
Office of Strategy, Innovation and Performance

SUBJECT: **Technology Acceptable Use Guidelines (TAUG) Replaces Digital Device Usage Policy (DDUP) and Student Internet Use Guidelines for 2015-2016 SY**

Effective 2015-2016 school year: The attached Technology Acceptable Use Guidelines (TAUG) replaces the Digital Device Usage Policy (DDUP) and Student Internet Use Guidelines.

**Changes:**

- The TAUG replaces the DDUP and any other customized or "home-grown" versions of usage forms that have been used in previous school years.
- The TAUG is also available online at <http://bit.ly/HIDOE-TechAUG>.
- Updates were made regarding the use of online educational services and the organization of the document was modified to encompass all of these guidelines in a more user-friendly format.

**School responsibilities:**

- Each student and his or her parent(s)/guardian(s) must review the attached TAUG and sign the Agreement Form (page 5 of the TAUG) before being assigned/granted access to digital devices and internet/network services, including online educational services.
- Maintain signed forms at the school/office in a way that allows staff to easily recover forms upon request by the Department.
- When a student transfers to another HIDOE school, the signed Agreement Form should be included with the students' Certificate of Release.

If you have any questions regarding this memo, please contact David Moyer, Acting Director, Data Governance and Analysis Branch, at (808) 369-8140 or via Lotus Notes.

TC:DM:md

Attachments: Technology Acceptable Use Guidelines Relating to HIDOE-owned or Leased Digital Devices, Network, and Internet Services (TAUG)

cc: Complex Area Superintendents  
State Public Charter School Commission  
Office Strategy, Innovation and Performance