

POLICY

Date Adopted:

Policy #:

Category:

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SUBJECT: ACCEPTABLE USE POLICY FOR INTERNET AND DISTRICT NETWORK RESOURCES

The School District provides computer facilities, including access to electronic communications (i.e., E-mail), the Internet, and electronic storage, to enhance instruction, and to provide District personnel and students, and non-students means for conducting research and school related communication with others. E-mail communications and access to the Internet provides District personnel and non-students a useful way to access information, exchange ideas, share files, and communicate with colleagues, students and parents.

Students are responsible for good behavior on school computer facilities just as students are responsible for good behavior in a classroom or school hallway. Communications on school computer facilities are public in nature. General school rules for behavior and communication apply. School rules are outlined in the student handbook for each school building.

Access to District computer facilities is given to student(s) on condition that the student(s) act in a considerate and responsible manner. Parent permission is required. Access is a privilege – not a right. Access entails responsibility.

The following are prohibited uses of District computer facilities, and apply to all users, including home pages or sites developed by teachers for student and parent use:

1. Sending or displaying hateful or pornographic messages or pictures
2. Using obscene language or profanity
3. Harassing, insulting or attacking others
4. Engaging in promoting violence
5. Engaging in racial, gender or ethnic slurs
6. Sending uninvited E-mail of a personal nature
7. Receiving or transmitting information pertaining to dangerous instrumentalities such as bombs, automatic weapons, or other illicit firearms, weaponry, or explosive devices
8. Damaging or unnecessarily depleting computers resources or computer networks
9. Violating copyright laws (teachers will utilize District permission forms)
10. Accessing computer facilities and the E-mail system through use of the password of another person
11. Trespassing in folders, work or files of others
12. Permitting any unauthorized individual to access the District's E-mail system
13. Publishing personal information or student photographs without written parental consent
14. Accessing areas which the District has designated as requiring written parental consent
15. Communicating sensitive or confidential information concerning students.

16. Attempting to test, circumvent, or defeat security or auditing systems, without prior authorization

Users of the District computer facilities should not have any expectation of privacy with respect to communications sent, received, or stored on the computer facilities, including information regarding Internet sites accessed or viewed. Information recorded or stored by any means, including E-mail messages and files, can be accessed and read by authorized District personnel or authorized individuals outside the School District.

APPLICATION: All District personnel and non-student users of District computer facilities are required to sign the User Rules and Code of Ethics annexed hereto as a condition of access to and use of computer facilities.

IMPLEMENTATION: The Superintendent of Schools is responsible for establishing the method and means for distribution of this Policy and the annexed User Rules and Code of Ethics to persons covered by same, and to obtain signed forms from computer users. The Superintendent of Schools shall designate person or persons within and outside the School District authorized to access information stored or recorded on computer facilities, including reading stored E-mail messages, consistent with the purposes of maintaining the computer facilities and the integrity of the systems, obtaining information when a user is absent and there is a need to access stored information, ensuring compliance with this Policy and the annexed User Code, and in response to lawful request for access to such information. The Superintendent of Schools shall decide any issue concerning appropriate use of computer facilities, electronic communications and Internet access that may arise under this Policy or the annexed User Code. The Superintendent of Schools shall take appropriate corrective action for violation of this Policy and/or the annexed User Code, which may, in the Superintendent's discretion, include disciplinary or legal action.

The Superintendent of Schools shall bring to the Board's attention the need for amendment or addition to this Policy and the annexed User Code Regulations, as conditions warrant.