

BOARD POLICY

Internet access is available to qualifying students, teachers, staff, and administrators. It is understood that with Internet access, materials that are not considered of educational value in the school setting will also be available.

Our goal is to promote innovation and educational excellence by using Internet tools for research, worldwide resource sharing and communication through a district acceptable use procedure.

A. Definitions

District Network: A service provided by Shelley School District #60 that includes access to electronic resources from our district Internet server, and Local Area Network resources.

Electronic Mail (e-mail): A private electronic message sent by, or to a member in correspondence with another person having Internet mail access.

Internet: An electronic highway connecting thousands of computers all over the world. Internet services provide access to electronic mail, public shareware, university card catalogs and databases on computer networks at universities, government agencies and private industry.

Member: Teachers, students, staff, or administrators who qualify for use of the district network by agreeing to abide by the district acceptable use policy.

Network Administrators: Employees of the Shelley School District.

Vandalism: Any attempt to harm or destroy data or another member, agency, or network connected to the Internet. Vandalism includes, but is not limited to, the uploading, downloading, or creation of computer viruses.

System Administrator: An individual appointed by the district to control the district network.

B. Procedure

Members must observe the guidelines provided and become aware of their responsibility to use the Network resources ethically, efficiently and legally.

1. Each student will participate in a discussion with his or her sponsoring teacher regarding acceptable behavior and use of the Network before becoming a member.

2. Students, teachers, staff and administrators become members by formalizing an agreement with the district by affixing their signature to the application form.
 - 2.1 Students must obtain the signature of a parent or guardian on the application.
 - 2.2 Students must have at least one teacher sponsor sign the application.
 - 2.3 The signature on the application are legally binding and show that the party who signed has read the terms and conditions of this policy carefully, understands their significance and agrees to abide by the terms contained herein.
3. Member accounts and access privilege guidelines:
 - 3.1 The district and its administrators reserve the right to monitor all activity on the Network and may request the system administrator to deny, revoke, or suspend member access and accounts.
 - 3.2 Internet use is a privilege, not a right. A member who violates any of the terms and conditions of this policy will lose his or her access privileges, may be denied future access and/or may be referred to legal authorities.
 - 3.3 Members will be given an account while they are associated with the District but may not maintain their accounts after leaving.
 - 3.4 Members will be given an account consisting of user ID (name) and a password by a network administrator.
 - 3.5 Middle School, Junior High, and High School students are allowed individual accounts.
 - 3.6 Elementary students in grades K-5 are not allowed individual accounts.
 - 3.6.1 Teachers of these grades may obtain approval for individual accounts from the building principal.
 - 3.6.2 Teachers who are members may allow students to access the system through their account if the member's password is not revealed. The teacher assumes responsibility for the actions of students using their account.

- 3.6.3 Teachers must always be present when students are using the Network.
- 3.7 It is the responsibility of individual members to notify the System Administrator if any information on their account changes, e.g., phone number, location, address, etc.
- 3.8 Internet accounts will be used only by the authorized owner of the account. No unauthorized access to accounts on the Internet is permitted except as stated in sections 3.6.2 and 3.6.3 of this policy.
- 3.9 Passwords should be kept private and changed frequently.
- 3.10 A member's access to, and use of, the Network may be terminated anytime by the member or by a student's parents/guardians by notifying a network administrator.
- 3.11 Accounts that are inactive for more than 30 days may be removed along with the member's files without notice.
- 3.12 A canceled account will not retain its e-mail.
4. Internet use must be consistent with the educational objectives of the District.
- 4.1 Members may not use Internet games, MUD's (Multi User Domains) or IRC's (Internet Relay Chats).
- 4.2 Transmission of material that violates any law is prohibited. This includes, but is not limited to, copyrighted material or material protected by trade secrets.
- 4.3 Members are expected to abide by the generally accepted rules of network etiquette. These include but are not limited to the following:
- A. Be polite. Do not transmit abusive messages.
 - B. Do not submit, publish, or display any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal material.
 - C. Do not swear, use vulgarities or any other language that is inappropriate in a school setting.
 - D. Personal addresses, phone numbers, and financial information of others will not be included in network communications. Be cautious

when revealing your personal information (home address, phone number, etc.).

E. Do not disrupt others' use of the Network.

F. Do not encourage the use of controlled substances.

G. Do not transmit material, information, or software that violates local state or federal law.

4.4 Any member may upload to the system or down load for their own use public domain programs. Members assume all risks regarding the determination of whether a program is in the public domain.

4.4.1 Members may redistribute these programs non-commercially.

4.4.2 Members are responsible for inoculating all software that is to be uploaded or down loaded for viruses.

4.5 Using the Internet for commercial purposes, financial gain, personal business, product advertisement, or political lobbying (e.g., student body elections, etc.) is prohibited.

4.6 Vandalism is not permitted and will be dealt with according to Level 4 of the District Discipline Policy and/or turned over to legal authorities.

4.7 Security is high priority on computer networks. If members identify a security problem, they must notify the system administrator immediately. Do not show the problem to other members.

4.8 E-mail messages received by the Network are retained on the System until deleted by the recipient. Members are expected to remove old messages quickly. Network Administrators may remove such messages if not attended to regularly.

4.8.1 Administrators will not intentionally inspect the contents of e-mail or reveal such contents to other than the sender, or intended recipient, without their consent unless required to do so by law or by policies of Shelley School District #60.

4.9 The system administrator reserves the right to set quotas for disk usage. Members who exceed their quotas will be required to delete files and return to compliance.

4.9.1 Members may request an increase of disk quotas via e-mail.

4.9.2 A member who continues to use more disk space quotas after seven (7) days of notification will have their files removed.

5. The District makes no warranties, whether expressed or implied, for the service it is providing.

5.1 The District is not responsible for any damages suffered by members while using the Network. Damages may include loss of data, non-deliveries, mis-deliveries, or service interruptions caused by negligence, errors, or omissions.

5.2 Members must use information obtained on the Internet at their own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

6. Members agree to reimburse the District for any losses, costs or damages including reasonable attorneys' fees incurred related to, or arising out of any breach of the terms and conditions of this policy.