

Student ELECTRONIC INFORMATION SYSTEMS (NETWORKS) Acceptable Use Policy



*This policy is to accompany the Central Valley Student Information Form and to be read by each parent/guardian and her/his child.
Questions should be directed to the school prior to signing the Student Information Form.*

Advances in telecommunication technologies continue to change the way we communicate. From offices, schools, and homes we are able to travel electronically all over the world to gather information. As more people travel this electronic highway, maps to find information and rules to keep traveling safe become vital to successfully completing the journey. These informational networks represent a powerful educational resource. We are able to connect to businesses, major universities, national libraries, and other schools around the world. Just as we learn rules and appropriate behaviors in everyday life, we need to learn the correct procedures and rules for using the networks of information services.

I. Telecommunications Acceptable Use Policy

For the purpose of this Acceptable Use Policy, telecommunications is defined as "the sending and receiving of electronic and digital information using any school district equipment; including (but not limited to) computers, building local-area-networks, district wide-area-network, Internet, and fax machines." Note that this includes personal computers brought into the building and connected to our district network. This document is in accordance with Central Valley Board Policies & Administrative Procedures #2022 and 6255.

II. Central Valley Public Schools Educational Network

The Internet is a global network made up of many smaller contributing networks that support open exchange of information among many different kinds of institutions all over the world. Central Valley School District's Network connects to this large global network.

III. Computer and Network Monitoring

Data files stored and E-Mail sent or received using any Central Valley School District computing system are subject to review. Because these resources are granted as part of the larger scope of the curriculum, the Central Valley School District reserves the right to monitor activity on the network. Users of Central Valley School District computing resources should have no expectation of privacy. The system is to be used for education-related purposes only. The district treats all information transmitted through or stored in the system as public records and none can be considered the private property of students per board policy.

IV. Internet Access and Filtering

- A. The Internet, as an information resource, enables the Central Valley School District to provide information beyond the confines of existing resources. It allows for access to ideas, information, and commentary from around the globe. Currently, however, it is an unregulated medium. As such, while it offers access to a wealth of educational material, it also enables access to materials that may be offensive, disturbing, and/or illegal.
- B. The district will make every reasonable attempt to limit access to inappropriate material by using an Internet filtering system, providing teacher training, and encouraging personal responsibility.
- C. The Internet filtering system runs with a software program that blocks access to sites and/or keywords that have been determined to be inappropriate. The district will provide "filtering" on all networked computers that access network services through the Internet or mail server.

V. Appropriate Use of Computers and Network Resources

Student and staff use of district computing and network resources must be in support of education and be consistent with the educational objectives of Central Valley School District.

VI. Inappropriate Use of Computers and Network Resources

Inappropriate use (actual and/or attempted) of district computers and networks may result in the initiation of disciplinary action against students in accordance with district policy on progressive discipline and consistent with policies/procedures outlined in the Students' Responsibilities and Rights handbook. This includes, but is not limited to the following:

- A. Accessing any information that does not have educational or training value or interferes with the educational process.
- B. Using district resources for illegal, inappropriate, or obscene purposes or in support of such activities.
 - 1. Illegal activities will be defined as a violation of local, state, and/or federal laws.
 - 2. Inappropriate use will be defined as a violation of the intended use of the network and/or the network's purpose and goal.
 - 3. Obscene activities will be defined as a violation of generally accepted social standards
- C. Using Central Valley School District computing resources for commercial or financial gain or fraud.
- D. Forging electronic mail messages or posting unauthorized or inappropriate messages.
- E. Sharing an account number or password with another person or leaving an open file unattended or unsupervised. Account owners are ultimately responsible for all activity under their account.

VII. Computer Vandalism and Unethical Use of Network

Central Valley School District declares that unethical and unacceptable behaviors (actual and/or attempted) shall be deemed just cause for taking disciplinary measures against students consistent with those outlined in the Student's Responsibilities and Rights handbook. The type of behavior NOT permitted includes, but is not limited to the following:

- A. Damaging or altering hardware, software, or network settings.
- B. Seeking to gain unauthorized access to district network, the Internet, or other's files.
- C. Vandalizing the data of another user.
- D. Using hardware, software, network, or Internet for other than academic purposes related to current coursework. This includes playing computer games.
- E. Intentionally wasting resources, including printing any materials not related to current coursework.
- F. Theft of data, equipment, or intellectual property (i.e. violating copyright laws).
- G. Gaining or seeking to gain unauthorized access to a login account or files other than your own.
- H. Downloading or creating any files containing offensive graphics, lyrics, or sound files, or any files which are illegal or nor related to current coursework.
- I. Downloading, storing, or saving executable files, music or videos without instructor permission and not related to current coursework.
- J. Using technological resources to harass or harm others.
- K. Possessing any data which might be considered a violation of these rules in paper, magnetic (disk), or any other form.
- L. Attaining unauthorized access to information, committing software piracy, hacking, and/or tampering with hardware and software.
- M. Connecting storage devices (i.e. USB devices, CDs, floppy disks) to district computers for any purpose not related to current coursework.
- N. Connecting unauthorized personal laptops, PDA's, or other hardware to the district network (with hardwire or wireless access).

VIII. Consent and Waiver

- A. After reading this document, each student and her/his parent or guardian must sign and date the Electronic Information Systems (Networks) Acceptable Use Policy section at the bottom of the Student Information Form prior to returning it to the student's school of attendance indicating acceptance of the responsibilities and consequences outlined in this policy as a condition of accessing the district's computers and network services.
- B. At the beginning of **each** school year, parents or guardians will have the opportunity to disapprove the student's access to the Internet. In addition, disapproval may be submitted in writing to the school office.

It is presumed that your child may use the district computers while at school according to the rules outlined. Unless you indicate to the contrary, it is also presumed that your child may use the Internet while at school according to the rules outlined.

Internet access, when used responsibly, greatly enhances student opportunities to research and expand learning potential. Some courses at the secondary level use Internet websites extensively, and student options may be impacted by the inability to access. Contact your school if you have questions about classroom use of the Internet.

Central Valley School District makes no warranties of any kind, whether expressed or implied, for technology and electronic services it provides. Use of any information obtained via the Internet is at user's own risk. Users must be aware that there are many services available on the Internet that might be offensive to certain groups of users. Although efforts are made to block objectionable services and materials, the Central Valley School District cannot eliminate access to all such services, nor could they begin to identify them. Individual users are responsible for their own actions in navigating the Internet.