

Adopted: June 21, 2004

Revised: December 5, 2011

524 INTERNET/INTRANET ACCEPTABLE USE POLICY ISD #726

I. PURPOSE

The purpose of this policy is to communicate the guidelines and policies of ISD 726 regarding access to and safe and acceptable use of both the district's computer systems as well as Internet/Intranet.

II. EDUCATIONAL INTENT

Students and staff in District 726 have access to both the school's internal network and the Internet/Intranet. The district has provided these network services in order to allow students and staff access to a wide range of valuable informational and educational resources, including thousands of libraries, databases, research institutions and a multitude of other information sources that can be used to educate, inform and entertain. Electronic information research skills and information literacy skills are now fundamental to the preparation of citizens in a democracy. Staff and students are expected to limit their use of these school-provided resources to those activities that are educational and/or consistent with the district's mission statement. Students may use school computers to access non-school issued email accounts only for educational purposes and/or communication consistent with the district's mission and policy statements and with permission from media/technology staff. Uses that might be acceptable on a user's private personal account on another system may not be acceptable on this limited-purpose network.

III. USE OF THE SYSTEM AS A PRIVILEGE, NOT A RIGHT

Use of the Internet/Intranet is a privilege, not a right. Users are responsible for good behavior on the network just as they are in any other school setting. Access to network services will be provided to students who agree to act in a considerate and responsible manner. The District and its personnel have the right to restrict or terminate access to the Internet/Intranet at any time for just cause. At all times, user behavior should conform to other District policies, such as the Student Discipline Policy and the Sexual Harassment Policy. Consequences for the misuse of this resource will be determined on a case by case basis and may include loss of computer privileges, payments for damages and repairs, suspension, expulsion or other disciplinary action, termination of employment and/or civil or criminal liability under applicable laws. Infractions by users may also be referred to legal authorities when appropriate.

If a user accesses an inappropriate website inadvertently, the user should exit the site immediately and report the incident to the supervising adult. In the case of a school district employee, the disclosure should be to the employee's immediate supervisor. This disclosure may serve as a defense against an allegation of a policy infraction. Networking monitoring software may be used to determine the veracity of the student's defense.

IV. UNACCEPTABLE USES OF THE NETWORK/INTERNET/INTRANET

Unacceptable uses of the Internet/Intranet include, but are not limited to, the following:

- Viewing, using or distributing inappropriate, abusive or obscene materials and/or language
- Viewing, using or distributing materials and/or language in a manner that advocates or promotes violence, hate literature, harassment, defamation or discrimination
- Revealing or posting personal information, such as addresses, and phone numbers, (*either the student's own or those of another individual*) on district or school-associated websites. The district does not prohibit employees from posting their school contact information on the school district or associated webpage's nor communications between employees and other users when such communications are made for education-related purposes.
- Engaging in activities that are illegal, including the violation of copyright and other laws
- Using the network to attempt to disrupt, damage or subvert its use by others, including knowingly spreading computer viruses, or in a way that results in the loss of another's work, or wastes network capacity
- Use of any external proxy service in attempt to bypass or thwart existing district content policies.
- Installing unauthorized software on school computers or downloading software or files
- Using an account owned by another person, with or without their permission, or permitting other students to use one's Internet/Intranet access or account
- Using the network for a commercial, political or profit-making enterprise
- Plagiarizing material from network resources

- Using the network in any way that violates any formal or informal school policies and behavior standards

V. INTERNET/INTRANET CONTENT AND STUDENT SAFETY

The Internet is not under the control of this school district, and making Internet available to students carries with it the possibility that some students might encounter information that may be controversial or inappropriate for students. ISD 726 denies any responsibility for the accuracy or quality of the information obtained.

ISD 726 will employ technology protection systems in compliance with federal legislation, and Internet content is monitored with technology tools to limit access to material that is sexually explicit, prurient or obscene. While diligent effort will be made to block access to sites with such content, the constantly changing nature of the Internet prevents any technology filtering system from blocking all inappropriate material.

At the request of a classroom teacher, the media/technology personnel may adjust the settings of the software filter temporarily to accommodate a particular lesson that might require students to access materials otherwise blocked. If the unblocked material is deemed sexually explicit, prurient or obscene, parent notification would occur.

Ultimately parents and guardians are expected to set and communicate the standards that their children should follow when using this resource. To that end, the Becker School District will support each family's right to restrict their child from accessing the Internet by submitting that request in writing to the building administrator.

VI. WEB PUBLICATION AND STUDENT DATA PRIVACY

In accordance with Policy 515 Protection And Privacy Of Pupil Records, some student directory information, such as a student's name or photograph, may be posted on the district website, so far as the information is not personally identifiable. The District shall annually give public notice to inform parents of the types of student information the district has designated as directory information and of the parent's right to refuse to let the school district designate any or all of those types of information about the student pursuant to the aforementioned policy.

VII. LIMITED EXPECTATION OF PRIVACY

- A. By authorizing use of the school district system, the school district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system.

- B. Users must keep all account information and passwords on file with the designated school district official.
- C. Parents have the right at any time to review the contents of their child's files. Parents have the right to request the termination of a child's individual account at any time.
- D. The school district retains the right at any time to investigate or review the contents of all files, including email files. School district employees should be aware that data and other materials in files maintained on the school district server may be subject to review or discovery under MN Stat Ch. 13 (Minnesota Government Data Practices Act).
- E. The school district will cooperate fully with local, state and federal authorities in any investigation concerning or related to illegal activities or activities not in compliance with school district policies conducted through the school district system.

VIII. LIMITATION ON SCHOOL DISTRICT LIABILITY

Use of the school district system is at the user's own risk. The system is provided on an "as available" basis. The district will not be responsible for any damage users may suffer, including but not limited to, loss, damage, unavailability of data stored on district servers or media, or for delays, changes or interruptions of service or misdeliveries or nondeliveries of information, regardless of cause. The school district is not responsible for the accuracy or quality of information obtained through or stored on the school district system. The school district will not be responsible for financial obligations arising through unauthorized use of the school district system or Internet.