

INTERNET - APPROPRIATE USE REGULATION

- I. Responsibility for Internet Appropriate Use.
 - A. The authority for appropriate use of electronic Internet resources is delegated to the licensed employees.
 - B. Instruction in the proper use of the Internet system will be available to employees who will then provide similar instruction to their students.
 - C. Employees are expected to practice appropriate use of the Internet, and violations may result in discipline up to, and including, discharge.
- II. Internet Access:
 - A. Access to the Internet is available to teachers and students as a source of information and a vehicle of communication.
 - B. Students will be able to access the Internet through their teachers. Individual student accounts and electronic mail addresses may be issued to students at this time.
 1. Making Internet access available to students carries with it the potential that some students might encounter information that may not be appropriate for students. However, on a global network, it is impossible to control all materials. Because information on the Internet appears, disappears and changes, it is not possible to predict or to control what students may locate.
 2. It is a goal to allow teachers and students access to the rich opportunities on the Internet, while we protect the rights of students and parents/guardians who choose not to risk exposure to questionable material.
 3. The smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines which require efficient, ethical and legal utilization of network resources.
 4. To reduce unnecessary system traffic, users may use real-time conference features such as talk/chat/Internet relay chat only as approved by the supervising teacher.
 5. Transmission of material, information or software in violation of any Board policy or regulation is prohibited.
 6. System users will perform a virus check on downloaded files to avoid spreading computer viruses.
 7. The school district makes no guarantees as to the accuracy of information received on the Internet.
- III. Permission to Use Internet - Parents/guardians shall grant permission for their student(s) to use the Internet. This will be maintained on file at each level.

IV. Student Use of Internet:

- A. Equal Opportunity - The Internet shall be available to all students within the school district through teacher access. The amount of time available for each student may be limited by the number of available terminals and the demands for each terminal.
- B. On-line Etiquette:
1. The use of the network is a privilege and may be taken away for violation of Board policy or regulations. As a user of the Internet, students may be allowed access to other networks. Each network may have its own set of policies and procedures. It is the user's responsibility to abide by the policies and procedures of these other networks.
 2. Students should adhere to on-line protocol:
 - a. Respect all copyright and license agreements.
 - b. Cite all quotes, references and sources.
 - c. Remain on the system long enough to get needed information, then exit the system.
 - d. Apply the same privacy, ethical and educational consideration utilized in other forms of communication.
 3. Student access for electronic mail will be through their own account. Students should adhere to the following guidelines:
 - a. Others may be able to read or access the mail so confidential messages should not be sent.
 - b. Delete unwanted messages immediately.
 - c. Use of objectionable language is prohibited.
 - d. Always sign messages.
 - e. Always acknowledge receipt of a document or file.
- C. Restricted Material - Students shall not intentionally access or download any text file or picture or engage in any conference that includes material which is obscene, libelous, indecent, vulgar, profane or lewd; advertises any product or service not permitted to minors by law; constitutes insulting or fighting words, the very expression of which injures or harasses others; or presents a clear and present likelihood that, either because of its content or the manner of distribution, will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, or will cause the commission of unlawful acts or the violation of lawful school regulations.
- D. Unauthorized Costs - If a student gains access to any service via the Internet which has a cost involved or if a student incurs other types of costs, the student accessing such a service will be responsible for those costs.

V. Student Violations - - Consequences and Notifications.

- A. The following are not permitted and are considered violations of the network:
1. Intentionally accessing restricted material.
 2. Sending or displaying offensive messages or pictures.
 3. Using obscene language.
 4. Harassing, insulting or attacking others
 5. Damaging computers, computer systems, or computer networks.

6. Violating copyright laws.
 7. Using another's password.
 8. Trespassing in another's folders, work or files.
 9. Intentionally wasting resources.
 10. Employing the network for commercial purposes.
 11. Other activities considered inappropriate.
- B. Violations will result in a loss of independent Internet access, as well as other disciplinary or legal action.
1. The **First Violation** will result in a warning and restriction from Internet use for a period of up to three weeks at the discretion of the supervising teacher.

Restricted students may use the computers under the direct supervision of a classroom instructor for required class projects.

Re-entry after a meeting with student, parent/guardian, library personnel and administrator.
 2. The **Second Violation** will result in restriction from Internet use for the equivalent of one semester.

Restricted students may use the computers under the direct supervision of a classroom instructor for required class projects.

Re-entry after a meeting with student, parent/guardian, library personnel and administrator.
 3. The **Third Violation** will result in restriction from the labs and Internet for the equivalent of one calendar year.

Restricted students may use the computers under the direct supervision of a classroom instructor for required class projects.

Re-entry after a meeting with student, parent/guardian, library personnel and administrator.
 4. **Additional Violations** will be handled on a case-by-case basis.
 5. If the offense is severe enough, steps can be skipped.

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