
DESCRIPTOR TERM:

District 370 Policy
File Code: 7.30

Instructional Program

Technology - Acceptable Usage & Internet Safety	1997	5-12-97
Amended & Adopted	1998	8-10-98
Amended & Adopted	1998	9-14-98
Amended & Adopted	2006	1-9-06
Amended & Adopted	2011	2-14-11

General Information

Learning is enhanced through technology's endless possibilities. Students and teachers have opportunities to gather information, communicate with people all over the world, and create their own products. Homedale School District provides students and staff with technology services including access to computers, servers, other technology equipment, electronic mail, and the Internet. Users should be aware that communications on the network are public in nature and files stored on the network should not be assumed to be private.

Each time a user accesses the district's network from any school computer, an electronic signature is required. The electronic signature is legally binding and indicates the user's understanding of and agreement to comply with this policy. This Policy applies to both minors and adults.

Acceptable Use of Technology

- Use of Homedale School District's information networking capabilities is a **privilege, not a right.**
- Use of Homedale School District's information networking capabilities must be directly related to the educational process and be consistent with the instructional objectives of the district.
- Students and staff must use the network and resources efficiently to minimize interference with others' use.

District Rights and Responsibilities

- Recognizing that some sites on the Internet may contain offensive material, Homedale School District has installed Internet filtering technology intended to block or filter access to such sites and to provide for a positive, productive educational experience. The district will make every reasonable attempt to filter out or block inappropriate material.
- Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography and to any material deemed harmful to minors.
- Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.

- The district provides students and staff with a user account which is password protected. This account affords individual access to network resources, personal file storage space, and the Internet, and is for the sole use of the account holder.
- The district will honor student and staff freedom of speech and access to information; however, the district reserves the right to monitor and review all electronic transmissions and activities.
- No warranties are made or given with respect to any service, any information, or any software contained within the Internet.
- District teachers and staff will provide students with the understanding and skills needed to use information technology appropriately and will supervise and monitor students' use.
- Opinions, advice, services and all other information expressed by students, staff, information providers, service providers, or other third party personnel on the internet provided by the District are those of the individual and do not represent the position of the District.
- The district may deny a user's network access at a parent/guardian's written request or at the request of administrators, faculty, or staff. The network administrator may deny, revoke, or suspend a user's network access at anytime because of inappropriate use. Further disciplinary action may also occur.
- District staff is responsible for supervising student use of technology.

Student/Staff Rights and Responsibilities

The use of Homedale School District's information networking capabilities is a privilege, not a right, and is to be used for educational purposes which are consistent with the District's mission. All network users - students and staff - agree to the following:

- Personal conduct on the network will be governed by the generally accepted rules of network etiquette.
- Security of the network and individual user accounts will be maintained at all times. Guidelines for security include, but are not limited to, the following:
 - Users will notify a teacher or systems administrator and no one else if a security problem on the information network service is discovered.
 - Users will protect their account login and password and will not leave a workstation unattended while logged into their account.
 - Users will immediately notify a systems administrator if their password is no longer secure or if they have reason to believe that someone has obtained unauthorized access to their account.
- Reimbursement will be made by the user to the Homedale School District for any losses, costs, or damages, including attorneys' fees, relating to or arising out of any breach of this section policy.

Prohibited Uses of Technology

Any use of the information network system constituting a disruption to the educational process is prohibited and may lead to disciplinary action. Uses of the Homedale School District's information network which are prohibited include, but are not limited to the following:

- To the extent practical, steps shall be taken to promote the safety and security of users of the Homedale School District online computer network when using electronic mail, chat rooms, instant messaging, blogs, and other forms of direct electronic communications. Specifically, as required by the Children’s Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called “hacking” and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.
- Any attempt to harm or destroy data of another user, any technology equipment, the district information network service, or other information network services. This includes, but is not limited to, the uploading or creation of computer viruses.
- Altering computer equipment as set up by the system administrator.
- Logging into the network using another user’s account or password.
- Leaving an account open or unattended.
- Publication on or over the network of any information, without the written approval of an administrator, which contains any advertising or any solicitation for use of goods or services.
- Submission, publication, display, or access of any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal material. Such activity includes but is not limited to cyber-bullying.
- Any attempt to sell or offer for sale any goods or services that could be construed as a commercial enterprise, unless approved by the Board or their designee.
- Violating any local, state, or federal regulation or statute.
- Installation of software, including downloads, CD, DVD, shareware and freeware, into any district system except by permission of authorized district computer support personnel and with appropriate copyright permissions.

Penalties for Improper Use

Student discipline for violation of any part of this policy will be based on the student’s age and the severity of the infraction. Student discipline may involve actions up to and including suspension and/or expulsion. Discipline of staff may involve actions up to and including termination of employment. Perpetrators or their parents/guardians may be billed for damages to equipment. Illegal activities of any user will be referred to the appropriate law enforcement agency.