

WINFIELD TOWNSHIP BOARD OF EDUCATION

ACCEPTABLE USE OF COMPUTER NETWORK/COMPUTERS AND RESOURCES

File: 2361

GENERAL POLICY STATEMENT

The Board recognizes that as telecommunications and other new technologies shift the manner in which information is accessed, communicated and transferred that those changes alter the nature of teaching and learning. Access to new modes of telecommunication allows citizens and school employees to explore databases, libraries, Internet sites, bulletin boards and the like, while exchanging information with individuals throughout the world. The Board supports access by citizens and school employees to these new information sources, but reserves the right to limit in-school use of these materials and modes of communication to subjects and areas that are appropriate.

The Board also recognizes that telecommunications will allow citizens and school employees access to information sources that have not been prescreened by using Board approved standards. The Board therefore adopts the following standards of conduct for the use of computer networks and declares unethical, unacceptable or illegal behavior as just cause for taking disciplinary action, including, but not limited to, limiting or revoking network/internet access privileges and/or instituting legal action.

The Board provides access to computer network/computers for legal and ethical purposes only. Access is a privilege, not a right, and it is the policy of the Board to restrict *access to* any and all obscene and/or inappropriate materials. However, the Board recognizes that despite its best efforts to install network/computer system programming that blocks and screens offensive and inappropriate materials, it cannot guarantee that such materials will not be viewed. Therefore, it is incumbent upon all users of the system to be ultimately responsible for their use of the resource. Therefore, the Board retains the right to restrict or terminate a user or users' access to the computer network/computers at any time, for any reason. The Board retains the right to have district personnel monitor network activity, in any form necessary, to maintain the integrity of the network and insure its proper use.

STANDARDS FOR USE OF COMPUTER NETWORKS

- No user shall post personal contact information about themselves or other people. Personal contact information includes addresses, telephone numbers, work or school addresses and the like. No user shall agree to meet with any person who was met on-line. The Board takes no responsibility for such meetings and

strongly- advises against them.

- All users shall promptly disclose to the person in charge of the computer lab on the day of an incident or other responsible staff member any message received that is inappropriate or makes the user uncomfortable.
- Users should have no expectation of privacy in the use of the Winfield computer/network system. The Board reserves the right to monitor every user's use of the system and such monitoring may lead to the discovery that a user violated this policy. Items contained in personal files are subject to review. The Board will fully and completely cooperate with any local, State or Federal agency that is investigating any illegal activities arising from the use of the Board's computer/network.

Any individual engaging in the following actions while using Winfield computer networks/computers shall be subject to discipline or legal action:

A. Using the computer network(s)/computers for illegal, inappropriate or obscene purposes or in support of such activities. Illegal activities are defined as activities that violate federal, state, local laws and regulations. Inappropriate activities are defined as activities that violate the intended use of the computer/network. Obscene activities shall be defined as a violation of generally accepted social standards for use of publicly owned and operated communication vehicles. Restrictions against inappropriate activities apply to public messages, private messages and materials posted on Web pages.

B. Using the computer-networks/computers to violate copyrights, institutional or third party copyrights, license or other contracts.

C. Using the computer-network(s) in a manner that:

1. Intentionally disrupts network traffic or crashes the network;
2. Degrades or disrupts equipment or system performance,
3. Uses the computing resources of the school district for commercial purposes, financial gain or fraud;
4. Steals data or other intellectual property;
5. Gains or seeks unauthorized access to the files of others or vandalizes the data of another user;
6. Gains or seeks unauthorized access to resources or entities;
7. Forges electronic mail messages or uses an account owned by others
8. Invades privacy of others;
9. Posts anonymous messages;

10. Possesses any data which is a violation of this policy,
11. Engages in other activities that do not advance the educational purposes for which the Winfield computer network/computers are provided.
12. Engages in personal attacks, including prejudicial or discriminatory attacks, and/or
13. Knowingly posting private information, posting false or defamatory information about a person or organization.

- D. Gain or seek to gain unauthorized access to any other computer system beyond which is authorized within the system.
- E. Allow computer viruses to invade the network or any computer used at the school. Participate in chain letters or engage in "spamming" (sending an annoying or unnecessary message to a large number of people).
- F. Access information that is profane or obscene (pornography), that advocates illegal activities or that advocates violence or discrimination towards other people (hate literature).

CONSENT REQUIREMENT

No citizen or school employee shall be allowed to use the computer-network(s) and/or gain access to the Internet through the Winfield computers/network, unless they shall have first filed with the Superintendent or designee a signed consent form. The form of the consent form is attached hereto.

VIOLATIONS

Individuals violating this policy shall be subject to the consequences as indicated in the regulations as promulgated by the Superintendent and other appropriate discipline that includes but is not limited to:

1. Use of the network(s) only under direct supervision;
2. Suspension of network privileges;
3. Revocation of network privileges;
4. Suspension of computer privileges;
5. Revocation of computer privileges;
6. and/or Legal action and prosecution by the authorities.

**Winfield Township Public Schools
Internet Permission Form
Citizen and School Employee**

As a user of the Winfield Township Public Schools Internet, I promise to follow the network rules. I understand that the use of on-line information retrieval and sharing is a privilege, not a right.

Name: _____ Address: _____ Date: _____

(Please Print)

I understand that access *to* electronic information, which includes the Internet, is designed for specific purposes. Policies and procedures are in place to restrict access to inappropriate material, but it is impossible for the Winfield Township Public School District to restrict access to all inappropriate material. Therefore, I will not hold Winfield Township Public Schools responsible for any inappropriate material acquired from this network. In addition, I understand that Winfield Township Public Schools does not assume responsibility for the accuracy or reliability of information obtained through access to remote sites. The use of on-line information retrieval and sharing is a privilege, not a right,

I have read this Internet Use Agreement and accept the limitations on access to the Internet.

User Name: _____ Date: _____

Signature _____ Daytime#: _____

Home Address _____ Telephone#: _____
