

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 employee.
 - 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 will not 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 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 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.

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- C. Permission to Use Internet – Annually, parents will be notified of student use of the Internet. Parents not wishing their students to have access to the Internet shall inform the school in writing with the form **INTERNET ACCESS DENIAL LETTER TO PARENT/GUARDIAN**. It is assumed by the district that all students will have access to the Internet unless notified otherwise by parents or guardian.

III. Student Use of Internet.

- A. Equal Opportunity - The Internet is 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. Users 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 considerations utilized in other forms of communication.
 3. Electronic mail users should adhere to the following guidelines:
 - a. Others may be able to read or access the mail so private 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 - Users will 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, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.

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- D. Unauthorized Costs - If a user gains access to any service via the Internet which has a cost involved or if a user incurs other types of costs, the user accessing such a service will be responsible for those costs

VIII. User Violations -- Consequences and Notifications.

Users who accesses restricted items on the Internet are subject to the appropriate action described in board policy or regulations or the following consequences:

1. First Violation - A verbal and written "Warning" notice will be issued to the user. The user will lose Internet access for a period of up to 3 weeks at the discretion of the supervising teacher. A copy of the notice will be mailed to the user's parent /guardian or supervisor and a copy provided to the building principal.
2. Second Violation - A verbal and written "Second Violation" notice will be issued to the user. A copy of the notice will be sent to the user's parent/guardian or supervisor and a copy provided to the building principal. The user will forfeit all Internet privileges for a minimum period of 9 weeks.
3. Third Violation - A verbal and written "Third Violation" notice will be issued to the student. A copy of the notice will be sent to the user's parent/guardian or supervisor and a copy provided to the building principal. The user will forfeit all Internet privileges for the balance of the school year.

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