

Acceptable Use Policy (Computer and Network)

The Board authorizes the Superintendent to develop services linking computers within and between buildings in the district, and to provide access to the Internet for students, staff and, if requested, members of the Board of Education. All computer network implementation shall be aligned with the Board policy on technology and the district's educational goals.

Use of the computer network(s) as a part of any class or school assignment shall be consistent with the curriculum adopted by the district. The district's general rules for behavior and communications shall apply when using any computer equipment.

District User Accounts

The Board authorizes the Superintendent to provide district user accounts for students, staff, and, if requested, members of the Board, to access the district computer network and the Internet, including electronic mail and file server space for developing and publishing material on the world wide web or other networked computer media. Such access shall be provided in furtherance of the district's educational mission, to enhance student knowledge of and familiarity with technology, and to facilitate communication, innovation, and sharing of resources. To ensure the integrity of the educational process and to guard the reputation of the district, student and staff expression in public electronic media provided by the school may be subject to review, comment, editing, and/or removal by school officials.

District user accounts and all use of district computer resources are considered a privilege, not a right, and are subject to the district's rules and policies. Electronic communications and stored material may be monitored or read by school officials. This includes but is not limited to, the installation and/or use of monitoring software. School officials may also monitor computer use electronically or by installing software to ensure compliance with district rules and regulations. Electronic mail in district user accounts may be inspected by school officials without the consent of the sender or a recipient. Student electronic mail and electronic storage space which does not contain material made public by the student shall be subject to the district's policy and rules on student records.

Privacy

The school district may collect and store Personally Identifiable Information (PII). In the event PII is collected, all information shall be secured in accordance with Board policies 5180 – Unauthorized Release of Information and 8940 – Student Records.

System Integrity

The Superintendent may designate person(s) trained in computer technology (“system administrators”) at the building and/or district level to implement the district’s rules and regulations and to provide computer support for students, staff and Board members. The Superintendent, in concert with the system administrators, shall employ hardware and software security to ensure the integrity of the system and to prevent unauthorized access to district and school records.

Computer and Network Use

The Superintendent shall develop rules and procedures for computer and network use, and shall see to it that rules are published annually.

The district’s computer and network use rules shall be consistent with the following requirements:

- Users may not use district equipment to perform or solicit the performance of any activity which is prohibited by law.
- Users may not use the system to transmit, access, review, download, distribute, retrieve, or publish information that violates or infringes upon the rights of any other person, or information that is abusive, obscene, or sexually offensive.
- The district computer equipment shall not be used for commercial purposes by any user, or for advertisement or solicitation without prior written approval from the Superintendent.
- Except with prior authorization from a system administrator or the owner of the record in question, users may not access or attempt to access the records or files of other users or of the district, nor delete, alter, or otherwise interfere with the integrity of computer-based information or resources.
- Users may not use the electronic mail facility to send unsolicited, bulk, chain, harassing, anonymous, or other messages which are an annoyance to the recipient or which may cause a degradation of system performance.
- Users may not use the network facility to access or bring into the school environment material which is inconsistent with the educational goals of the district, including but not limited to material which is defamatory, abusive, obscene, profane, sexually explicit, threatening, racially offensive, illegal, or which aids or advocates illegal activity.

District Web Page(s)

Any and all Web pages representing the district shall be carried and posted only on the district’s designated server(s) and shall be designed and published in accordance with rules promulgated by the Superintendent.

Limiting Access

The administration shall make use of technology which attempts to block access by individual users to networked computers, data, or services that provide content which, in the opinion of the administration, is not in keeping with the educational aims of the district pursuant to state statute. The administration is encouraged to pursue such technology for the personal accounts of elementary school children where practical.

Complaints about content of networked information or access to blocked sites shall be forwarded to the Technology Department for review and possible action.

Use of Computers in a School District Library

The Board, pursuant to state statute, requires when a school district library offers use of the Internet or a computer, computer program, computer network, or computer system to the public that access to minors be restricted in the following manner:

The district shall utilize a system or method that is designed to prevent a minor from viewing obscene matter or sexually explicit matter that is harmful to minors. To accomplish this, a library may use passwords and/or filters that restrict Internet access.

The Superintendent shall develop rules concerning library Internet access in compliance with law.

School District Rules On Acceptable Use Of Computer Network Resources

Use of the computer network is a privilege, not a right. The fundamental rule for use of district computer network resources is that all use must be consistent with the district's educational goals and behavior expectations. Because electronic communications are so varied and diverse, these rules do not attempt to enumerate all required or proscribed behavior by system users. Users are expected to use common sense and adhere to the norms of behavior in the school community.

In particular, users should:

- Be polite and courteous in all communications and language.
- Assist others in the use of the system, and help others who are looking for ideas or information.
- Post and share information which is interesting and helpful to other users.
- Always use the network as a resource to further their own education and that of others.
- Be mindful of network security, and immediately report any bugs, errors, or security problems to the system administrator.

Users may not:

- Use the district equipment for anything contrary to law, or to solicit others to break any law.
- Illegally copy, send, or distribute any copyrighted software, work, or other material.

- Create, send, publish, download, access, or retrieve any communication or material which is deemed by the school district to be defamatory, abusive, obscene, profane, sexually explicit, threatening, racially or ethnically offensive, harassing, or anything which violates or infringes on the rights of any person.
- Use the network for any political campaigning, commercial advertising, solicitation or other commercial purpose or financial gain without approval from the Superintendent.
- Access, attempt to access, modify, or delete any record or file without permission or authorization other than the user's own files.
- Delete, rename, access, modify, or make unusable any other person's files, programs or disks without that user's permission.
- Make any attempt to harm or destroy the data of any other user or any system on the network, including creating or sending computer viruses, Trojan horses, worms, remote control software, spyware or similar computer code.
- Use electronic mail to send unsolicited, bulk, chain, harassing, anonymous, or other messages which are commonly considered an annoyance to recipients or degrade system performance.
- Use vulgarity, obscenity, or swearing in messages or electronic postings, or send e-mail/message "flames" or other attacks.
- Attempt to access material or websites which are blocked by the district, i.e., MySpace, YouTube.
- Attempt to use the network while access privileges are suspended.
- Download, copy, or install software that has not been specifically authorized by the school district.
- Use another person's password or district user account without proper authorization.
- Try to discover any other user's password, electronically or by any other means.
- Configure hardware or software to intentionally allow access to unauthorized users.
- Participate in any chat rooms, instant messaging, IRC or ICQ.
- Download any music, videos or pictures or participate in playing any computer games. All of these should have an educational purpose in line with the district's curriculum and technology plan.
- Attach any hardware, peripheral or other equipment to the network without approval of the system administrator.
- Participate in any Internet based file sharing, i.e., Napster, Kazaa, Gnutella, etc.
- Attempt to bypass any security programs, filters, restrictions, or other measures put in place by the district.

The system administrator or technology department may uninstall as needed, any unauthorized or unlicensed software.

Staff, Student, Community Request For Computer Network Access

Anyone granted computer network access through Davison Community Schools is expected to abide by the rules and regulations of computer usage as outlined above. Access to the network is a privilege, not a right, and the district may restrict, suspend or terminate any user's account with or without cause at any time.

The user agrees to indemnify the district for any losses, costs, or damages, including reasonable attorney's fees, incurred by the district relating to or arising out of any breach of the terms of this request for network access.