

7540.03 - STUDENT EDUCATION TECHNOLOGY ACCEPTABLE USE AND SAFETY

Students are authorized to use the Board's computers, laptops, tablets, personal communication devices (as defined by Policy 7530.02), network, and Internet connection and online educational services ("Education Technology" or "Ed-Tech") for educational purposes. Use of the Education Technology is a privilege, not a right. When using the Ed-Tech, students must conduct themselves in a responsible, efficient, ethical, and legal manner. Unauthorized or inappropriate use of the Ed-Tech, including any violation of these guidelines, may result in cancellation of the privilege, disciplinary action consistent with the Student Handbook, and/or civil or criminal liability (see Sec. 943.70, Wis. Stat. (Computer Crimes) and Sec. 947.0125, Wis. Stat. (Unlawful Use of Computerized Communication Systems)) Prior to accessing the Education Technology students and parents of minor students must sign the Student Education Technology Acceptable Use and Safety Agreement. Parents are encouraged to discuss their values with their children and encourage students to make decisions regarding their use of the Ed-Tech that are in accord with their personal and family values, in addition to the Board's standards.

Smooth operation of the Board's Education Technology relies upon users adhering to the following guidelines. The guidelines outlined below are provided so that users are aware of their responsibilities.

- A. Students are responsible for their behavior and communication on using the Ed-Tech. All use of the Education Technology must be consistent with the educational mission and goals of the District.
- B. Students may only access and use the Education Technology by using their assigned account and may only send school-related electronic communications using their District-assigned e-mail addresses. Use of another person's account/e-mail address/password is prohibited. Students may not allow other users to utilize their account/e-mail address/password. Students may not go beyond their authorized access. Students are responsible for taking steps to prevent unauthorized access to their accounts by logging off or "locking" their computers/laptops/tablets/personal communication devices when leaving them unattended.
- C. Students may not intentionally seek information on, obtain copies of, or modify files, data, or passwords belonging to other users, or misrepresent other users on the District's Network. Students may not intentionally disable any security features of the Ed-Tech.
- D. Students may not use the Internet to engage in "hacking" or other illegal activities(e.g., software pirating; intellectual property violations; engaging in slander, libel, or harassment; threatening the life or safety of another; stalking; transmission of obscene materials or child pornography, including sexting; fraud; sale of illegal substances and goods).

- a. Slander and libel are terms defined specifically in law. Generally, slander is "oral communication of false statements injurious to a person's reputation," and libel is "a false publication in writing, printing, or typewriting or in signs or pictures that maliciously damages a person's reputation or the act or an instance of presenting such a statement to the public." (The American Heritage Dictionary of the English Language. Third Edition is licensed from Houghton Mifflin Company. Copyright © 1992 by Houghton Mifflin Company. All rights reserved.) Students shall not knowingly or recklessly post false or defamatory information about a person or organization. Students are reminded that material distributed over the Internet is "public" to a degree no other school publication or utterance is. As such, any remark may be seen by literally millions of people and harmful and false statements will be viewed in that light.
 - b. Students shall not use the Education Technology to transmit material that is threatening, obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon their race, national origin, sex, sexual orientation or transgender identity, age, disability, religion, or political beliefs. Sending, sharing, viewing or possessing pictures, text messages, e-mails or other materials of a sexual nature (i.e., sexting) in electronic or any other form, including the contents of a personal communication device or other electronic equipment is grounds for discipline. Such actions will be reported to local law enforcement and child services as required by law
- E. Transmission of any material in violation of any State or Federal law or regulation, or Board policy is prohibited.
- F. Any use of the Ed-Tech for commercial purposes, advertising, or political lobbying is prohibited.
- G. Students are expected to abide by the following generally-accepted rules of online etiquette:
- a. Be polite, courteous, and respectful in your messages to others. Use language appropriate to school situations in any communications made through the Board's Education Technology. Do not use obscene, profane, vulgar, sexually explicit, defamatory, or abusive language in your messages.
 - b. Never reveal names, addresses, phone numbers, or passwords of yourself or other students, family members, teachers, administrators, or other staff members while communicating online.
 - c. Do not transmit pictures or other information that could be used to establish your identity without prior approval of a teacher and unless expressly authorized by your parent or guardian on the "Student Education Technology Acceptable Use and Safety

Agreement Form."

- d. Never agree to get together with someone you "meet" online without prior parent approval.
 - e. Diligently delete old mail on a regular basis to avoid excessive use of the electronic mail disk space.
- H. Use of the Education Technology to access, process, distribute, display, or print child pornography and other material that is obscene, objectionable, inappropriate, and/or harmful to minors is prohibited. For example, the following material is prohibited: material that appeals to a prurient interest in nudity, sex, and excretion; material that depicts, describes or represents in a patently offensive way with respect to what is suitable for minors an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and material that lacks serious literary, artistic, political or scientific value as to minors. Offensive messages and pictures, inappropriate text files, or files dangerous to the integrity of the Board's computers/network (e.g., viruses) are also prohibited.

To ensure that the Board's computer resources are not used for inappropriate purposes and consistent with the Children's Internet Protection Act, the Board has implemented technology protection measures on all computers with access to the Internet and World Wide Web that protect against access to visual depictions that are obscene, child pornography, and/or harmful to minors. These measures are operating at all times, and enable the Board to monitor and protect against access to the aforementioned visual depictions. We have additional and extensive systems and security mechanisms in place to ensure the security, integrity, and appropriateness of the data on our networks. We also rely on and respect each family's right to decide whether to allow their children access to the Education Technology.

- I. Malicious use of the Board's Ed-Tech to develop programs that harass other users or infiltrate a computer or computer system and/or damage the software components of a computer or computing system is prohibited. Students may not use the Board's Education Technology in such a way that would disrupt their use by others. Students must avoid intentionally wasting limited resources.
- J. All communications and information accessible online should be assumed to be private property (i.e. copyrighted and/or trademarked). All copyright issues regarding software, information, and attributions of authorship must be respected.
- K. Downloading of information onto school-owned equipment or contracted online education services is prohibited, without prior approval from a staff member. If a student transfers files from information services and electronic bulletin board services, the student must check the file with a virus-detection program before opening the file for use. Only public domain software

may be downloaded. If a student transfers a file or software program that infects the District's Education Technology with a virus and causes damage, the student will be liable for any and all repair costs to make the Education Technology once again fully operational.

- L. Students are prohibited from accessing or participating in online "chat rooms" or other forms of direct electronic communication (other than e-mail) without prior approval from a teacher. All such authorized communications must comply with these guidelines. Students may only use their school-assigned accounts/e-mail addresses when accessing, using or participating in real-time electronic communications for education purposes.

- M. Users have no right or expectation to privacy when using the Education Technology. The District reserves the right to access and inspect any facet of the Ed-Tech, including, but not limited to, computers, laptops, tablets, personal communication devices, networks, or Internet connections or online educational services, e-mail or other messaging or communication systems or any other electronic media within its technology systems or that otherwise constitutes its property and any data, information, e-mail, communication, transmission, upload, download, message or material of any nature or medium that may be contained therein. A student's use of the Ed-Tech constitutes his/her waiver of any right to privacy in anything s/he creates, stores, sends, transmits, uploads, downloads or receives on or through the Ed-Tech and related storage medium and equipment. Routine maintenance and monitoring, utilizing both technical monitoring systems and staff monitoring, may lead to discovery that a user has violated Board policy and/or the law. An individual search will be conducted if there is reasonable suspicion that a user has violated Board policy and/or law, or if requested by local, State or Federal law enforcement officials. Students' parents have the right to request to see the contents of their children's files, e-mails and records. The use of passwords does not guarantee confidentiality, and the Board retains the right to access information in spite of a password.

- N. Use of the Internet and any information procured from the Internet is at the student's own risk. The Board is not responsible for any damage a user suffers, including loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions. The Board is not responsible for the accuracy or quality of information obtained through its Education Technology. Information (including text, graphics, audio, video, etc.) from Internet sources used in student papers, reports, and projects should be cited the same as references to printed materials. The Board will not be responsible for financial obligations arising through the unauthorized use of the Ed-Tech. Students or parents of students will indemnify and hold the Board harmless from any losses sustained as the result of misuse of the Ed-Tech by the student.

- O. Disclosure, use, and/or dissemination of personally identifiable information of minors via the Internet is prohibited, except as expressly authorized by the minor student's parent/guardian on the "Student Education Technology Acceptable Use and Safety Agreement Form."

- P. Proprietary rights in the design of web sites hosted on Board owned or leased servers remains at all times with the Board.

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Legal

943.70, Wis. Stats.

947.0125, Wis. Stats.

Family Educational Rights and Privacy Act of 1974, as amended

H.R. 4577, P.L. 106-554, Children's Internet Protection Act of 2000

47 U.S.C. 254(h), (1), Communications Act of 1934, as amended

20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965, as amended

18 U.S.C. 2256

18 U.S.C. 1460

18 U.S.C. 2246