

COMPUTER, INTERNAL NETWORK, ELECTRONIC MAIL, AND INTERNET
ACCEPTABLE USE POLICY RULES FOR STUDENTS

Student Use, Permission, and Responsibility

Students may use the District's network, Internet, and Web resources only after both they and their parent/guardian have read the Board's Acceptable Use Policy for Students (363.2), which is provided annually in the student handbook.

The District will provide students access to technology resources, including the Internet and email, unless the parent/guardian notifies the appropriate building principal in writing that the District should prevent access to technology resources for his/her student(s).

Internet access provides students with a wide range of materials, some of which may not match the values of some District families. Although the District has an internet filtering system in place, it is impossible to ensure complete protection from inappropriate material or content related to a wide range of social values. The District recognizes that parents/guardians bear the primary responsibility for transmitting their particular value-set to their children. The District encourages parents to set clear expectations about the material that is and is not acceptable for their children to access using District systems.

User IDs and Passwords

Students will use District technologies responsibly and in a secure manner. Students should not share logins, passwords, or access technology resources with another user's account information.

Use of Online Collaboration Tools and Social Networking

Web resources that emphasize collaboration and sharing are permitted for instructional and educational purposes. Web resources include the Internet, e-Learning platforms, blogs, wikis, podcasts, video casts, social-bookmarking, social networking sites, multi-user role-playing environments, educational video games and other forms of electronic communication.

Personal Safety

Students will not post personal contact information about themselves or others. Personal contact information includes, but is not limited to first-middle-last names, home address, and telephone number.

Students will not agree to meet with someone they have met online without their parent/guardian's approval and participation.

While using District electronic resources, students are expected to report cyber-bullying, harassment, threats, and any content that is inappropriate or makes them feel uncomfortable. (Examples of inappropriate content include offensive, profane, drug-related, sexually explicit, obscene language or visual depictions, as well as pornography)

Use of Student Likeness, Student Work, Student Voice on Websites

A student's first and last name, likeness (photograph or video image), work, opinion, and voice may be posted on any district or school website or teacher sponsored Internet project for educational purposes unless a parent/guardian denies permission to do so through signing the District media opt-out form. The purpose of which is to have students represent themselves honestly, accurately, and completely when posting work, participating in chats, discussions, and video webinars.

Internet Publishing

Materials published to the World Wide Web using District computing facilities are considered official District materials and will be created by appropriate employees. Teachers may provide students permission to create Web pages relating to class projects or other school-related activities. The purpose of Web pages published by the District shall be to communicate information about the District to students, parents, and the public, and to provide an instructional tool with links to other sites that correlate with current curriculum, are age-appropriate, and are reviewed in advance by appropriate District employees.

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Creation and publishing of Web pages is subject to the following guidelines:

1. Pages and the data contained thereon belong to the District, and should reflect quality work and accurate information.
2. Contents must adhere to this Acceptable Use Policy, applicable privacy policies and laws, applicable copyright policies and laws, and other established District policies.
3. Information published on District web pages should be education-related, non-confidential, and non-commercial. However, advertising for non-profit, school-sponsored organizations is acceptable.
4. All pages should be created to facilitate easy loading and viewing of graphics and audiovisual materials by the user of the page, whether internal or outside the District, and subject to the restrictions contained in this Acceptable Use Policy.
5. Links to commercial or personal Web pages shall not be made from any District web page, except where such linking would serve a legitimate educational purpose, and the content on the entire linked site would not violate any provision of this Acceptable Use Policy, unless otherwise approved by the Superintendent of Schools.
6. Web pages may contain an employee's name, title, work telephone number, work electronic mail address, the building or facility they are employed in, and other work-related information to facilitate communication with parents and other outside correspondents.
7. All school Web pages must be reviewed and approved by the building Principal prior to their publication.
8. District web pages should be updated regularly on a schedule determined by appropriate District systems management personnel. Links to outside pages must be reviewed and checked regularly for accuracy.
9. Each Web and Internet user of the District shall identify himself or herself honestly, accurately, and completely when participating in Web resources include the Internet, e-Learning platforms, blogs, wikis, podcasts, video casts, social-bookmarking, social networking sites, multi-user role-playing environments, educational video games and other forms of electronic communication.
10. No user may purport to represent the District or its views, policies, or opinions without the advance approval of the Superintendent, and must refrain from political advocacy, endorsement of products, services, or educational methods, or communication with any media outlet or public forum without such advance approval.

Use of Non-District Provided Technology (Bring Your Own Device –BYOD)

To facilitate the educational initiatives of the district, technology devices such as Ipads, tablets, laptops and digital cameras will be allowed in the classroom at the direction of the teacher.

Personal electronic devices such as cellphones, Ipods/MP3 players and headphones/ear buds must be kept silenced and in student backpacks or lockers unless needed for classroom use as directed by the teacher.

Student conduct that violates these rules is subject to discipline including confiscation of the device.

Students are prohibited from bringing laser pointers onto school premises at any time.

Users connecting to District systems, even those with a personal device, should have no expectation of privacy. The District may review and monitor accounts, without notice, to ensure responsible technology use and maintain system integrity.

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The District reserves the right to confiscate and search personal devices if reasonable suspicion exists that District policies have been violated. The personal device may be turned over to law enforcement if the personal device has been used for an illegal purpose. Upon request, Users must surrender the personal device in its entirety. Devices may then be held by school staff for short periods of time consistent with school procedures.

Users found to be in violation of District policies using a personal device will be subject to consequences, including disciplinary action, exclusion of the device from the District, or criminal prosecution.

Responsibility for the care of personal devices and behavior while using the device belongs solely to the owner. The District is not liable for loss, theft, damage, or misuse of any personal device including while on, to, or from District property, connected to District systems, or while attending school sponsored activities. Technical support for personal devices may not be available. Any support provided by the District shall be done in good faith and does not render the District liable for the function of any personal device.

Enforcement

Any user identified as a security risk or having a history of problems with computing systems may be denied access to the District’s computing facilities, with or without advance notice, warning, or opportunity to cure a defect that may result in such a revocation of privileges.

The District will report all violations or suspected violations of District, local, State, or Federal laws and policies to the appropriate administrator, agency, or law enforcement authority, and will cooperate fully in the investigation of any activity which may violate established law or doctrine.

Violations of the Computer, Internal Network, Electronic Mail, and Internet Acceptable Use Policy for Employees Provisions (522.6-Rule) will be investigated by appropriate District personnel. Where appropriate, disciplinary action will be taken for any violation of this Policy, as provided for by Board policy.

LEGAL REF.: Section 120.13 Wisconsin Statutes
943.70
947.0125
968.27-968.37
Electronic Communications Privacy Act of 1986

CROSS REF.: 363.2, Computer, Internal Network, Electronic Mail, & Internet Acceptable Use Policy For Students 771.1,
Use of Copyrighted Material

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