CURRICULUM AND INSTRUCTION   08.2323 AP.1

Access to Electronic Media

The District offers access to and use of technology, the Internet and email as part of the instructional process.

Students must sign a Student Acceptable Use Policy agreement before direct access to technology, the Internet or teacher directed electronic mail (email) would be provided. Written parental consent shall be required before any student is given direct, hands-on access to technology, the Internet or to teacher-directed electronic mail. However, educators may use the Internet during class-directed group demonstrations with or without parental consent. Students will be held accountable for violations of the Student Acceptable Use Policy agreement and understand that disciplinary action may be taken.

Except in cases involving students who are at least eighteen (18) years of age and have no legal guardian, parents/guardians may request that the school/District:

- Provide access so that the parent may examine the contents of their child(ren)'s email files;
- Terminate their child(ren)'s individual email account and/or Internet access; and
- Provide alternative activities for their child(ren) that do not require Internet access.

Parents/guardians wishing to challenge information accessed via the District's technology resources should refer to Policy 08.2322/Review of Instructional Materials and any related procedures.

LOCAL TECHNOLOGY RESOURCES

- The use of your account, District devices, and network resources must be in support of education and research consistent with the District's educational objectives.
- Any use of the computer network must conform to state and federal law, network provider policies and licenses, and District policy.
- Use of the computer network for charitable purposes must be approved in advance by the Superintendent/designee.
- The computers and computer network constitutes public facilities and may not be used to support or oppose political candidates or ballot measures.
- YouUsers may not give yourtheir passwords to anyone.
- YouUsers may not transmit, access, or store obscene, abusive threatening, or sexually explicit language.
- YouUsers may not create or share computer viruses, worms, or other malicious code.
- YouUsers may not destroy another person's data.
- YouUsers may not damage or destroy any technology or related devices, such as computer systems, computer networks, or school/teacher/District websites.
- YouUsers may not use the network for commercial purposes.
- YouUsers may not monopolize the resources of the District's network by such things as running large programs and applications over the network during the day, sending massive amounts of email to other users, or using system resources for nonacademic games or gaming.

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LOCAL TECHNOLOGY RESOURCES (CONTINUED)

- ~~You~~Users may not break or attempt to break into other computer networks.

- Users are responsible for the appropriateness and content of material they store, transmit, or publish on the network. Hate mail, harassment, discriminatory remarks, or other antisocial behaviors are expressly prohibited.

- ~~You~~Users may not ~~use~~participate in MUD (multi-use games) via the network.

- ~~You~~Users are not permitted to get from, or put into, the network copyrighted material (including software), or threatening or sexually explicit material. Copyrights must be respected.

- ~~You may not bring a p~~Personal ~~laptop computer~~ devices may only be brought to ~~use at~~ school by staff members with specific permission of the building administrator. No District network access will be granted for these devices.

INTERNET REGULATIONS

- Network and Internet access through the school is to be used for instruction, research, and school-related activities. School access is not to be used for private business or personal, nonschool-related communications.

- Teachers, Library Media Specialists, and other educators are expected to select instructional materials and recommend research sources in print or electronic media. Educators will select and guide students on the use of instructional materials on the Internet.

- ~~You~~Users may not offer Internet access to ~~any~~another individual via ~~your~~their District account~~s~~.

- Purposefully annoying other Internet users, on or off the District system, is prohibited. This includes such things as continuous talk requests, unauthorized social networking contacts, and chat rooms.

- Students ~~should~~shall not reveal their own names or personal information to or establish relationships with "strangers" on the Internet, unless a parent or teacher has coordinated the communication.

- Students ~~should~~shall not reveal the names or personal information of other students.

- Technology resources ~~should~~shall not be used to bully, threaten or attack a staff member or student.

- Technology resources shall not be used ~~or~~ to access and/or set up unauthorized blogs and online journals, including, but not limited to such sites as MySpace.com, Facebook.com or Xanga.com.

- The school and school personnel ~~should~~shall never reveal a student's personal identity or post a picture of a student or a student's work on the Internet with personally identifiable information unless the parent has given written consent.

- School personnel must acquire specific permission to create student accounts on websites, programs, or technology services that are not hosted on District servers.

- Students ~~should~~shall notify their teacher(s) or another adult whenever they come across information or messages that are dangerous, inappropriate or make them feel uncomfortable.

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INTERNET REGULATIONS (CONTINUED)

- Network accounts are to be used only by the authorized owner of the account for the authorized purpose. Users may not share their passwords with another person or leave an open file or session unattended or unsupervised. Account owners are ultimately responsible for all activity under their accounts.

- Users shall not seek information on, ~~or~~ obtain copies~~,~~ of, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the system, or attempt to gain unauthorized access to the system.

- Communications may not be encrypted so as to avoid security review.

- A student who does not have a signed AUP on file may not share access with another student.

Users of this educational system should notify a network administrator or a teacher of any violations of this contract by other users or outside parties. This may be done anonymously.

The District reserves the right to remove a user account on the system to prevent further unauthorized activity.

ELECTRONIC MAIL REGULATIONS

- Students and employees of the District are prohibited from using District resources to establish Internet E-mail accounts through third party providers. Only Kentucky Education Technology Systems E-mail may be used.

- Users are expected to ~~B~~be polite. No user is allowed ~~Do not~~ to write or send abusive messages to others.

- ~~You~~Users may ~~not~~only ~~use~~send electronic mail for communications that are ~~not~~ directly related to instruction or sanctioned school activities. They shall ~~Do~~not use electronic mail~~, for instance,~~ for private business or personal, non-work or non-school related communications.

- ~~You~~Users may not swear, use vulgarities or any other inappropriate language.

- ~~You~~Users may not send or attach documents containing pornographic, obscene, threatening, or sexually explicit material.

- ~~You~~Users may not access, copy or transmit another user's messages without permission.

- Users should~~Do~~ not reveal ~~your~~a personal address or phone number or those of other students unless a parent or a teacher has coordinated the communication.

- ~~You~~Users may not send electronic messages using another person's name or account.

- ~~You~~Users may not send electronic messages anonymously.

- Users may~~Do~~ not create, send, or participate in chain E-mail.

Users should not expect files stored on District servers or through District provided or sponsored technology services, to be private. People who operate the system do have access to all mail Messages relating to or in support of illegal activities may be reported to the authorities.