

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.~~

Access to Electronic Media**LOCAL TECHNOLOGY RESOURCES**

- ~~Users shall not violate State and Federal legal requirements addressing student and employee rights to privacy, including unauthorized disclosure, use and dissemination of personal information.~~
- ~~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.~~
- ~~Users may not give their passwords to anyone.~~
- ~~Users may not transmit, access, or store obscene, profane, abusive threatening, or sexually explicit language.~~
- ~~Users may not create or share computer viruses, worms, or other malicious code.~~
- ~~Users may not destroy another person's data.~~
- ~~Users may not damage or destroy any technology or related devices, such as computer systems, computer networks, or school/teacher/District websites.~~
- ~~Users may not use the network for commercial purposes.~~
- ~~Users 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.~~
- ~~Users may not break or attempt to break into other computer networks.~~

Access to Electronic Media**LOCAL TECHNOLOGY RESOURCES (CONTINUED)**

- ~~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.~~
- ~~Users may not participate in MUD (multi-use games) via the network.~~
- ~~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.~~
- ~~Staff members may bring personal devices for work-related use at school/work locations with specific permission of the building administrator/designee.~~
- ~~Students may bring personal devices for educational use at school only after receiving a digital driver's license and specific permission of the building administrator/designee.~~
- ~~Personal devices, both staff and students, will only be permitted to join the District network after each user has successfully completed a digital citizenship course and received a digital driver's license.~~
- ~~Student personal devices may only be used in the classroom with permission of the teacher.~~
- ~~Staff members who wish to loan their personal devices to students should do so with caution, for instructional purposes only, and only when accessing the network and Internet via District resources.~~

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.~~
- ~~Users may not offer network or Internet access to another individual via their District accounts.~~
- ~~Student users may not offer use of their personal devices to other student users.~~
- ~~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 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 shall not reveal the names or personal information of other students.~~
- ~~Technology resources shall not be used to bully, threaten or attack a staff member or student.~~

Access to Electronic Media**INTERNET REGULATIONS (CONTINUED)**

- ~~Technology resources shall not be used 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 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 shall notify their teacher(s) or another adult whenever they come across information or messages that are dangerous, inappropriate or make them feel uncomfortable.~~
- ~~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, 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 be polite. No user is allowed to write or send abusive messages to others.~~
- ~~Users may only send electronic mail for communications that are directly related to instruction or sanctioned school activities. They shall not use electronic mail for private business or personal, non-work or non-school related communications.~~
- ~~Users may not swear, use vulgarities or any other inappropriate language.~~
- ~~Users may not send or attach documents containing pornographic, obscene, threatening, or sexually explicit material.~~
- ~~Users may not access, copy or transmit another user's messages without permission.~~
- ~~Users should not reveal a personal address or phone number or those of other students unless a parent or a teacher has coordinated the communication.~~

Access to Electronic Media**ELECTRONIC MAIL REGULATIONS (CONTINUED)**

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

Employee Access to Electronic Media
(to be signed annually by each employee)

User's Name _____			
Last Name	First Name	Middle Initial	
User's Address _____			
City	State	Zip Code	
User's Age _____	Date of Birth _____	Sex _____	
Home Phone # _____		Business Phone # _____	

Please check if you are a ☐ Certified employee ☐ Classified employee

~~As a user of the Henderson County computer network, I hereby agree to comply with the District's Internet and electronic mail rules and to communicate over the network in a responsible manner while abiding by all relevant laws and restrictions. I further understand that violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary action and/or legal action may be taken.~~

User's Name (Please print.) _____

User's Signature _____ Date _____

DRAFT TO RESCIND 9/13/16

PERSONNEL

03.2321 AP.2

Employee Access to Electronic Media

~~Please refer to existing Procedure 03.1321 AP.2~~

