

Policy Information

Series 6000 - Students

Student Use of Computerized Information Resources (Acceptable Use Policy)

Policy # 6270, 2.7

POLICY

2012

6270

Students

SUBJECT: STUDENT USE OF COMPUTERIZED INFORMATION RESOURCES (ACCEPTABLE USE POLICY)

The Board of Education will provide access to various computerized information resources through the Partnership's computer system ("PCS" hereafter) consisting of software, hardware, computer networks and electronic communications systems. This may include access to electronic mail, so-called "on-line services" and the "Internet." It may include the opportunity for some students to have independent access to the PCS from their home or other remote locations. All use of the PCS, including independent use off school premises, shall be subject to this policy and accompanying regulations. Further, all such use must be in support of education and/or research and consistent with the goals and purposes of the Partnership.

Access to Inappropriate Content/Material and Use of Personal Technology or Electronic Devices

This policy is intended to establish general guidelines for the acceptable student use of the PCS and also to give students and parents/guardians notice that student use of the PCS will provide student access to external computer networks not controlled by the Partnership. The Partnership cannot screen or review all of the available content or materials on these external computer networks. Thus some of the available content or materials on these external networks may be deemed unsuitable for student use or access by parents/guardians.

Despite the existence of Partnership policy, regulations and guidelines, it is virtually impossible to completely prevent access to content or material that may be considered inappropriate for students. Students may have the ability to access such content or material from their home, other locations off school premises and/or with a student's own personal technology or electronic device on school grounds or at school events. Parents and guardians must be willing to establish boundaries and standards for the appropriate and acceptable use of technology and communicate these boundaries and standards to their children. The appropriate/acceptable use standards outlined in this policy apply to student use of technology via the PCS or any other electronic media or communications, including by means of a student's own personal technology or electronic device on school grounds or at school events.

Standards of Acceptable Use

Generally, the same standards of acceptable student conduct which apply to any school activity shall apply to use of the PCS. This policy does not attempt to articulate all required and/or acceptable uses of the PCS; nor is it the intention of this policy to define all inappropriate usage. Administrative regulations will further define general guidelines of appropriate student conduct and use as well as proscribed behavior.

Partnership students shall also adhere to the laws, policies and rules governing computers including, but not limited to, copyright laws, rights of software publishers, license agreements, and student rights of privacy

created by federal and state law.

Students who engage in unacceptable use may lose access to the PCS in accordance with applicable due process procedures, and may be subject to further discipline under the Partnership's school conduct and discipline policy and the Partnership Code of Conduct. The Partnership reserves the right to pursue legal action against a student who willfully, maliciously or unlawfully damages or destroys property of the Partnership. Further, the Partnership may bring suit in civil court against the parents/guardians of any student who willfully, maliciously or unlawfully damages or destroys Partnership property pursuant to General Obligations Law Section 3-112.

Student data files and other electronic storage areas will be treated like school lockers. This means that such areas shall be considered to be Partnership property subject to control and inspection. The Director of Informational Technology may access all such files and communications without prior notice to ensure system integrity and that users are complying with the requirements of this policy and accompanying regulations. Students should NOT expect that information stored on the PCS will be private.

Notification

The Partnership's Acceptable Use Policy and Regulations will be disseminated to parents and students in order to provide notice of the school's requirements, expectations, and students' obligations when accessing the PCS.

Regulations will be established as necessary to implement the terms of this policy.

Board Approved:
11/14/12

2012

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Students

**SUBJECT: STUDENT USE OF COMPUTERIZED INFORMATION RESOURCES
(ACCEPTABLE USE GUIDELINES)**

Program Implementation

The Genesee Valley Educational Partnership (The Partnership hereafter) recognizes that effective use of technology is important to our students and will be essential to them as adults. Consequently, the School System will provide access to various computerized information resources through the Partnership's computer system (PCS hereafter) consisting of software, hardware, computer networks and electronic communications systems. This may include access to electronic mail, "on-line services," "WiFi" and the "Internet." The Partnership shall provide personnel support for such usage.

The PCS is for educational and/or research use only and must be consistent with the goals and purposes of the The Partnership. The standards of acceptable use as well as prohibited conduct by students accessing the PCS, as outlined in Partnership policy and regulation, are not intended to be all- inclusive. Students are held to the same standards of good behavior whether they are using school computer networks or any other electronic media or communications, including a student's own personal technology or electronic device while on school grounds or at school events. In addition to the specific standards of student conduct delineated in this regulation, the general requirements of acceptable student behavior expected under the Partnership's school conduct and discipline policy and the Code of Conduct also apply to student access to the PCS. Communications on the network are often public in nature. General school rules for behavior and

communications apply.

Legal and ethical implications of software use will be taught to students of all levels where there is such software use. In addition, the Building Principal or his/her designee and/or classroom teacher will be responsible for informing Partnership students of rules and regulations governing student access to the PCS.

In order to match electronic resources as closely as possible to the approved Partnership curriculum, Partnership personnel will review and evaluate resources in order to offer "home pages" and menus of materials which comply with Board guidelines governing the selection of instructional materials. In this manner, staff will provide developmentally appropriate guides to students as they make use of telecommunications and electronic information resources to conduct research and other studies related to the Partnership curriculum. As much as possible, access to the Partnership's computerized information resources will be designed in ways which point students to those which have been reviewed and evaluated prior to use. While students may be able to move beyond those resources to others which have not been evaluated by staff, students shall be provided with guidelines and lists of resources particularly suited to the learning objectives.

Standards of Conduct Governing Student Access to the Partnership Computer System

Inappropriate use of the PCS may result in disciplinary action, including suspension or cancellation of access. Prior to suspension or revocation of access to the PCS, students will be afforded applicable due process rights. Each student who is granted access will be responsible for that usage. The PCS is provided for students in support of their educational program and to conduct research and communicate with others. Student access to external computer networks not controlled by the Partnership is provided to students who act in a considerate and responsible manner. Likewise, students are expected to observe the same standards of behavior when using their own personal technology or electronic devices on school grounds or at school events. Individual users of the Partnership's computerized information resources are responsible for their behavior and communications over the Partnership computer network. It is presumed that users will comply with Partnership standards and will honor the agreements they have signed.

Student data files and other electronic storage areas will be treated like school lockers. This means that such areas shall be considered to be The Partnership's property and subject to control and inspection. The computer coordinator may access all such files and communications without prior notice to ensure system integrity and that users are complying with the requirements of Partnership policy and regulations regarding student access to the PCS. Students should NOT expect that information stored on the PCS will be private.

During school, teachers will guide students toward appropriate materials. Outside of school, parents/guardians bear responsibility for such guidance as they do with information sources such as television, telephones, movies, radio and other potentially offensive/controversial media.

Use of the PCS which violates any aspect of The Partnership's policy; the Code of Conduct; and federal, state or local laws or regulations is strictly prohibited and may result in disciplinary action in compliance with applicable Partnership guidelines and/or federal, state and local law including, but not limited to, suspension and/or revocation of access to the PCS. In addition to the Partnership's general requirements governing student behavior, specific activities shall be prohibited by student users of the PCS including, but not limited to, the following:

1. Using the PCS to obtain, view, download, send, print, display or otherwise gain access to or to transmit materials that are unlawful, obscene, pornographic or abusive.
2. Use of obscene or vulgar language.
3. Harassing, insulting, bullying, threatening or attacking others.

4. Damaging, disabling or otherwise interfering with the operation of computers, computer systems, software or related equipment through physical action or by electronic means.
5. Using unauthorized software on the PCS.
6. Changing, copying, renaming, deleting, reading or otherwise accessing files or software not created by the student without express permission from the computer coordinator.
7. Violating copyright law, including the illegal file sharing of music, videos and software.
8. Employing the PCS for non-educational, commercial purposes, product advertisement or political lobbying.
9. Disclosing an individual password to others or using others' passwords.
10. Transmitting material, information or software in violation of any Partnership policy or regulation, the Partnership Code of Conduct, and/or federal, state and local law or regulation.
11. Revealing personal information about oneself or of other students including, but not limited to, disclosure of home address and/or telephone number.
12. Accessing personal, interactive sites (such as Myspace blogs) unless under the direct supervision of a staff member. This includes the use of a student's personal cell phone or digital device to access such social networking sites.
13. Creating or using a website or blog which may cause a substantial disruption in the school environment or interfere with the rights of others.
14. Using digital device (such as cell or camera phones), electronic technology and/or media to facilitate cheating, plagiarism, etc.

Network accounts are to be used only by the authorized owner of the account. Any user of the PCS that accesses another network or computer resources shall be subject to that networks acceptable use policy.

If a student or a student's parent/guardian has a Partnership network account, a non-Partnership network account, or any other account or program which will enable direct or indirect access to a Partnership computer, any access to the PCS in violation of Partnership policy and/or regulation may result in student discipline. Indirect access to a Partnership computer shall mean using a non- Partnership computer in a manner which results in the user gaining access to a Partnership computer, including access to any and all information, records or other material contained or stored in a Partnership computer.

Sanctions

1. Violations may result in suspension and/or revocation of student access to the PCS as determined in accordance with appropriate due process procedures.
2. Additional disciplinary action may be determined at the building level in accordance with existing practices and procedures regarding inappropriate language or behavior, as well as federal, state and local law.
3. When applicable, law enforcement agencies may be involved.

Security

Security on any computer system is a high priority, especially when the system involves many users. Users of the PCS identifying a security problem on the Partnership's system must notify the teacher in charge. A student is not to demonstrate the problem to other users. Attempts to log on to the PCS as a computer coordinator may result in restriction or suspension of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the PCS. Further, any violations regarding the use and application of the PCS shall be reported by the student to the teacher in charge.

Notification

The Partnership's Acceptable Use Policy and Regulations will be disseminated to parents and students in order to provide notice of the school's requirements, expectations, and students' obligations when accessing the PCS.

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11/14/12

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