

STUDENT USE OF COMPUTERS, THE INTERNET AND ELECTRONIC COMMUNICATIONS

1.0 Educational Purpose. The District supports the use of the Internet and electronic communications as a learning resource to educate and inform students. While many opportunities offered by the Internet are exciting and appropriate, others are unsuitable for school use. Consequently, use of the computer and Internet is for educational purposes only while attending school.

2.0 District Responsibility. The Internet is a fluid environment in which information is constantly changing. The District will make every reasonable effort to ensure that this educational resource is used appropriately and responsibly. Administrators, teachers, and staff have a professional responsibility to work together to help students develop the intellectual skills needed to evaluate and choose information sources, to identify information appropriate to their age and developmental levels, create effective and appropriate information, and to evaluate and use information to meet their educational goals.

3.0 Student Responsibility. Students shall take responsibility for their own use of District computers and computer systems. Students shall use District computers and computer systems in a responsible, efficient, ethical and legal manner. Students are responsible for exercising good judgment when utilizing District resources and should be wary of unknown email solicitations, pop-up boxes or writing anything in an email message that is inappropriate to say to others face-to-face.

4.0 Student Use is a Privilege. Use of District computers, the Internet and electronic communications demands personal responsibility and an understanding of the acceptable and unacceptable uses of such tools. Student use of District computers, the Internet and electronic communications is a privilege, not a right. Violations of this policy may result in the loss of the privilege to use these tools, as well as disciplinary action up to and including dismissal and/or legal action. The District may deny, revoke or suspend access to District technology or close accounts at any time and without notice.

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4.1 Students and their parents/legal guardians are required to complete and sign the District's "Computer, Internet and Electronic Communication Agreement" prior to students being permitted to access the Internet at school. The completed and signed Agreements must be renewed annually and shall be kept on file with the school.

5.0 No Expectation of Privacy. District computers and computer systems are owned by the District and are intended for educational purposes and District business at all times. Students shall have no expectation of privacy when using District computers, the Internet or electronic communications. The District reserves the right to monitor, inspect, copy, review and store, at any time and without prior notice, all usage of District computers and computer systems, including all Internet and electronic communications access and transmission/receipt of materials and information. Electronic messages sent or received by the Board, the District's employees or students, including electronic mail on District-owned equipment, as well as other documents generated through use of the District's system may be considered a public record subject to disclosure or inspection under the Colorado Open Records Act.

6.0 Prohibited Uses. Because technology and methods of using technology are constantly evolving, every unacceptable use of District computers and computer systems cannot be specifically described in policy. Therefore, examples of unacceptable uses include, but are not limited to, the following.

6.1 No student shall access, create, transmit, retransmit or forward material or information that:

6.1.1 Promotes violence or advocates destruction of property including, but not limited to, access to information concerning the manufacturing or purchasing of destructive devices or weapons.

6.1.2 Is not related to District education objectives except as provided in other District policies.

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6.1.3 Contains pornographic, obscene or other sexually oriented materials, either as pictures or writings, or material that is harmful to minors.

6.1.4 Harasses, bullies, intimidates, threatens, demeans, or promotes violence or hatred against another person or group of persons with regard to race, color, sex, sexual orientation, gender identity, religion, national origin, age, marital status, or disability.

6.1.5 Plagiarizes the work of another.

6.1.6 Uses inappropriate or profane language or depictions.

6.1.7 Is knowingly false or could be construed as intending to purposely damage another person's reputation.

6.1.8 Violates any federal or state law, including but not limited to copyright or material that contains personal information, including information protected by confidentiality laws.

6.1.9 Impersonates another person.

6.2 The following activities are also prohibited:

6.2.1 At any time using information systems or resources for personal use or gain not related to the educational curriculum.

6.2.2 Attempting to gain unauthorized access to any other computer, network or security account including attempts to log in as a system administrator.

6.2.3 Any malicious attempt to harm or destroy District data, data of another user, or other District computing facilities.

6.2.4 Using or attempting to use proxy servers, or otherwise evade, disable, or "crack" passwords or other security provisions of the systems on the network or intercepting or altering network packets.

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6.2.5 Downloading, installing, storing or using malicious software, viruses, "cracking," and keystroke monitoring software.

6.2.6 Interfering with or disrupting another information technology user's work as well as the proper function of information processing and network services or equipment.

6.2.7 Leaving an active system unattended, thereby allowing an unauthorized person to gain access to District resources through the user's login session. The individual assigned a computer/security account is accountable for any and all transactions entered under that computer/security account login.

6.2.8 Using a computer for unlawful purposes.

6.2.9 Altering technology equipment (hardware or software).

6.2.10 Using District electronic communication resources to participate in activities including, but not limited to, news groups, wikis, blog discussions, and social networking except for bona fide educational purposes.

6.2.11 Accessing, viewing, or altering any official record or file of the school or District.

6.2.12 Using another individual's Internet or electronic communications account, or sharing or loaning accounts: All computer/security accounts are for the use of the single individual, the person for whom the account was approved. Sharing or loaning accounts is prohibited.

7.0 Electronic Communications. The District may provide electronic communication services for students. The District reserves the right to monitor, inspect, copy, review and store (at any time and without prior notice) all electronic communication content composed, sent over, by, or through District computers or

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computer systems or with a District-provided account, even if composed and sent during non-work/school hours or from a non-District site, and to disclose the information to law enforcement or other third parties, as appropriate.

8.0 Student Generated Content Limitations on School Web Sites. Online publication of student newspapers, yearbooks, and/or literary magazines may be included or directly linked from school web sites if the following items are observed:

8.1 Those sections are clearly identified as such in the site's directory and in those sections themselves.

8.2 All materials published in these sections meet the requirements of school and District policies and state and federal laws including but not limited to C.R.S. § 22-1-120 and Superintendent Policy 6260.

8.3 The publication is supervised by an advisor assigned to the task by the principal or principal's designee.

8.4 Content contained in the publications shall be under the control of the staff members who are assigning and grading the work or overseeing the activity. The school and District shall not be responsible for work created by a student that fails to conform to the above restrictions.

9.0 School Sponsored Student Organizations on School Web Sites. School sponsored and faculty-supervised student organizations that are curriculum related and recognized in accordance with Superintendent Policies 5620 or 6260, may have pages on the school web site. The content of such pages shall be supervised by the student organization's approved faculty sponsor.

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10.0 Collaborative Technologies. Students may use blogs, wikis, and other forms of collaborative technologies as long as such use is consistent with this policy and provided that a staff member is assigned to a moderator role to ensure that inappropriate material is removed in a timely fashion. The school and District are not responsible for inappropriate content posted by participants acting outside of the identified educational purposes.

10.1 The use of collaborative technologies with student participation shall be restricted to an environment that includes staff supervision and does not allow anonymous participation. It is acceptable for participants to use screen names as long as the staff supervisor shall know the true identity of each student using a pseudonym.

11.0 Protection of Private Information. Because Internet publications are available to the entire world, special care should be taken to protect the privacy of students and staff. No personal information about students and staff, such as home addresses and telephone numbers, shall be included on a District hosted or supported Internet resource. Pictures of students and other directory information, as defined by Superintendent Policy 5300, may be included unless the parent or eligible student has refused in writing to permit such information to be designated as directory information as permitted by Superintendent Policy 5300.

12.0 School District Makes No Warranties. The District makes no warranties of any kind, whether expressed or implied, related to the use of District computers and computer systems, including access to the Internet and electronic communications services. Providing access to these services does not imply endorsement by the

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District of the content, nor does the District make any guarantee as to the accuracy or quality of information received. The District shall not be responsible for any damages, losses or costs a student suffers in using the Internet and electronic communications. This includes loss of data and service interruptions. Use of any information obtained via the Internet and electronic communications is at the student's own risk.

LEGAL REFERENCES:

47 U.S.C. 201 et seq.
47 U.S.C. §254
47 U.S.C. § 231
20 U.S.C. § 6801 et seq.
C.R.S §22-87-101 et seq.

CROSS REFERENCES:

Code: 1800
Code: 5300
Code: 5620
Code: 6260
Code: 8200
Code: 8300

Computer, Internet and Electronic Communication Agreement

Adams 12 Five Star Schools supports the use of computers, the Internet, and electronic communications as a learning resource to educate and inform students. Students are responsible for their use of these technology resources and student use is a privilege which may be limited or revoked at any time for any reason, and without notice. Electronic communications may include email or social media and may involve uploading or sharing of student-generated work or information. Students should have no expectation of privacy when utilizing District computers, the Internet, or electronic communications. All use of computers, the Internet, or electronic communications must comply with all Superintendent policies, as well as state and federal laws.

I have read, understand and will abide by the terms and conditions of Superintendent Policy 5035 which are specifically incorporated herein and accordingly take responsibility for my use of computers, the Internet, and electronic communications. I understand that use of computers, the Internet, electronic communications systems, and other technology resources provided by the District shall only be for school and educational purposes.

I further understand that misuse of District technology resources while on or near school property, in school vehicles, at school-sponsored activities, or via off-campus remote access may result in the loss of computer, Internet or electronic communications privileges, disciplinary action, and/or appropriate legal action.

SCHOOL_____

STUDENT NAME_____

STUDENT SIGNATURE_____

DATE_____

If the applicant is under the age of 18, a parent or guardian must also read and sign this agreement.

As the parent or guardian of the above student, I have read and understand this agreement and Superintendent Policy 5035. I understand it is the joint responsibility of school personnel and me to educate my student about his/her responsibilities and to establish expectations when using technology resources.

I understand that content filtering tools are not completely fail-safe and while at school, direct supervision by school personnel of each student using a computer is not feasible. I understand that the District makes no warranties of any kind, expressed or implied, for the technology resources and accepts no responsibility for supervision if and when my student's use is not in a classroom setting.

I hereby give my permission to issue a computer, Internet, and electronic communication account for my child and for my child to engage in activities using that account. I certify that the information contained on this form is correct.

PARENT NAME_____

PARENT SIGNATURE_____

DATE_____