

2361 TECHNOLOGY ACCEPTABLE USE - COMPUTER NETWORKED SERVICES AND INTERNET (M)

Policy and Purpose Statement

The Pascack Valley Regional High School District Board of Education believes that the use of computer networked services, email, and the Internet have become, if used appropriately, an integral part of the educational program. It is understood that all of our computer networked services are provided exclusively for educational purposes. Educational purposes are those that are related to the preparation and completion of classroom lessons, assignments and other pertinent school business. For employees, this also includes purposes related to job performance. This Board Policy is intended to comply with the Children's Internet Protection Act, Children's Online Privacy Protection Act, and the Family Educational Rights and Privacy Act.

Although the Internet offers vast opportunities to access resources, the Board must also maintain an environment that promotes both responsible and ethical conduct in all computer activities by students and staff. Access to email services and the Internet also brings the possibility, even with the use of filtering software, that materials may be accessed by students and staff that is either of no educational value, or violates applicable state or Federal law. With the current state of technology, it is impossible to control access to all materials which are obscene or profane, or advocate illegal acts, violence or unlawful discrimination.

Notwithstanding blocking and/or filtering the material and visual depictions prohibited in the Children's Internet Protection Act and the Neighborhood Children's Internet Protection Act, the Superintendent shall develop procedures to determine other Internet material and/or access that is inappropriate for minors.

In accordance with the provisions of the Children's Internet Protection Act, the Superintendent of Schools or designee will develop and ensure education is provided to every pupil regarding appropriate online behavior, including pupils interacting with other individuals on social networking sites and/or chat rooms, and cyberbullying awareness and response.

The Board will provide reasonable public notice and will hold one annual public hearing during a regular monthly Board meeting or during a designated special Board meeting to address and receive public community input on the Internet safety policy - Policy and Regulation 2361. Any changes in Policy and Regulation 2361 since the previous year's annual public hearing will also be discussed at a meeting following the annual public hearing.

The school district will certify on an annual basis, that the schools, including media centers/libraries in the district, are in compliance with the Children's Internet Protection

Act and the Neighborhood Children's Internet Protection Act and the school district enforces the requirements of these Acts and this Policy.

It is the belief of the Board of Education of the Pascack Valley Regional High School District that the educational value of the access to information and the interaction enabled by email and Internet access far outweighs the potential disadvantages that may occur. The operation of the district computer network relies, in part, on the proper conduct of the users--students and staff. Therefore, it is necessary for students and staff to follow the guidelines which are set forth within this policy. If any user, whether a student or a staff member, violates this policy, his/her privileges to use district computers may be limited or suspended. In addition, the student or staff member may be subject to other applicable disciplinary measures as per District policy, District Student Disciplinary Code, or statute.

Attached to this policy is a Student Technology Acceptable Use Agreement. The agreement incorporates this policy. It also indicates that the party who has signed the agreement has read the terms and conditions carefully and understands their significance. The user agreement is an acknowledgment of the responsibilities of all users. Students will not be permitted to use the district computer system unless they have signed the agreement and their parents or guardians have signed the agreement indicating the student has his/her permission to use the district computer system. The agreement/permission form annexed to this policy is expressly made a part of the policy.

Terms and Conditions of Use

1. Acceptable Use. The purpose of providing access to our computer network, email services, and the Internet, is expressly to support research and education. It is to provide access to various resources and opportunities for collaborative work. The use of the network, email, and the Internet must be solely to support education and research which furthers the educational objectives and curriculum established by the Pascack Valley Regional High School Board of Education. Whether accessing the district computer system from outside school or not, all users are subject to the terms and conditions of this policy. The district expects that parents will supervise their child(ren) when using district technologies from home. In addition, the use of other organizations' networks or computer resources must comply with the rules for use of those networks in addition to those of this school district.

Transmission and accessing of any material in violation of any Federal law, state law or regulation/or Board Policy is prohibited. Prohibited activities include, but are not limited to the following:

- a. Students are prohibited from disclosing, either through email or via the Internet, personally identifiable information about any other

individual such as addresses, phone numbers, pictures, email addresses, or the name and location of the school.

- b. Staff members are prohibited from revealing, through email or via the Internet, any personally identifiable information for any individual such as name, address, telephone number, email address or picture, except as required for educational purposes.
- c. Users will not transmit or access material that is profane, obscene, harmful to minors (as that term is defined in the Children's Internet Protection Act), or advocates illegal acts, violence or unlawful discrimination.
- d. All users will be assigned a password. The password is to remain private and is not to be shared with other users.
- e. Any use of the network for commercial or for-profit purposes is prohibited.
- f. Use of the network for personal and private business is prohibited.
- g. Any use of the network for advertising or political purposes is prohibited.
- h. Users of the network shall not disrupt or interfere with the use of the network by others.
- i. The hardware or software shall not be altered, mishandled or abused in any way.
- j. The district computer system shall not be used to harass others.
- k. Hate mail, discriminatory remarks, cyber-bullying, and other antisocial behaviors are prohibited.
- l. The installation of unauthorized software, whether copyrighted or shareware, for use on the district computer system is prohibited.
- m. Violation of the intellectual property rights of others is prohibited.
- n. Unauthorized gaming and/or gambling activities are prohibited.
- o. Accessing proxy avoidance sites is prohibited.

2. Privileges

- a. The use of the district's network, email, and Internet services through the district's computer system is a privilege, not a right. Inappropriate use may result in the suspension, or partial suspension of those privileges as well as other possible discipline as outlined in the District Student Disciplinary Code and District policy, and even possible prosecution for illegal activity.
 - b. Staff members shall also be subject to appropriate discipline, dismissal and/or prosecution for illegal or prohibited activity. Staff members are responsible for following the provisions of this policy as a condition of their employment.
 - c. Each student, in order to obtain access to the district computer system will be required to complete the Pascack Valley Regional High School District Student Technology Acceptable Use Agreement. The Superintendent or his/her designee will have the authority to, at least temporarily, suspend use of the system at any time.
3. Network Etiquette. Users of the district computer system are expected to:
- a. Be polite.
 - b. Only use appropriate language.
 - c. Be prepared for a search of student or staff files and other electronic storage areas. The Superintendent or his/her designee may access these files from time to time not only to insure system integrity, but also to determine if users are complying with this policy. Users should not expect that information they store on the system will be private.
 - d. Comply with all intellectual property laws, such as copyrights.
 - e. Users should disclose to an administrator, teacher or parent any information or electronic messages that make them uncomfortable.

Miscellaneous

Security of the system is a high priority. If a user has reason to believe that they can identify a security problem in the district computer system, they must notify the Supervisor of Technology or the Network Administrator.

Vandalism will result in the automatic suspension of use and will be subject to discipline, other forms of legal action or perhaps even criminal prosecution. Vandalism is defined as any attempt to harm, steal or destroy data, software or hardware, even if belonging to

another network. This includes, but is not limited to, the creation of a virus, intentional propagation of a virus, or dissemination of contaminated disks, CD's and the like.

Users will be personally charged and held responsible for any costs related to damages to district technologies caused by intentional misuse, lack of care and/or reasonable precautions.

The Pascack Valley Regional High School District makes no warranties of any kind, whether express or implied, for the service it is providing. The district will not be responsible for any damages users suffer. This includes loss of data, non-deliveries, mis-deliveries, or service interruptions caused by the district's own negligence or the user's errors or omissions. The district cannot accept responsibility for the accuracy or quality of information obtained through its services.

N.J.S.A. 2A:38A-3

Federal Communications Commission: Children's Internet Protection Act.

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