

## **Instruction**

### **Acceptable Use Policy**

#### Instructional Services for Students

The Community Unit School District 201, Westmont, Illinois provides technology resources to its students solely for educational purposes. Through technology, the District provides access for students to resources from around the world. Expanding technologies take students beyond the confines of the classroom; provide opportunities for enhancing, extending, and rethinking the learning process; and assist in preparing each student to be a productive citizen. The goal in providing these resources is to promote educational excellence in the District's schools by facilitating resource sharing, innovation, and communication with the support and supervision of parents, teachers, and support staff. The use of these technology resources is a privilege, not a right.

With access to computers and people all over the world comes the potential availability of material that may not be considered to be of educational value in the context of the school setting, or that may be harmful or disruptive. Because information on networks is transitory and diverse, the District cannot completely predict or control what users may or may not locate. The Board of Education believes that the educational value of limited access to the information, interaction, and research capabilities that technology offers outweighs the possibility that users may obtain or encounter material that is not consistent with the educational goals of the District.

In accordance with the Children's Internet Protection Act, the District installs and operates filtering software to limit users' Internet access to materials that are obscene, pornographic, harmful to children, or otherwise inappropriate, notwithstanding that such software may in certain cases block access to other materials as well. At the same time, the District cannot guarantee that filtering software will in all instances successfully block access to materials deemed harmful, indecent, offensive, pornographic, or otherwise inappropriate. The use of filtering software does not negate or otherwise affect the obligations of users to abide by the terms of this policy and to refrain from accessing such materials.

District staff will provide developmentally appropriate guidance to students as they make use of telecommunications and electronic information resources to conduct research and other studies related to the District curriculum. Technology provides a conduit to information; the users must be aware of the sources and content and be responsible in choosing information to be accessed. Users must also make use of the network in a responsible fashion, respect the rights of others, and comply with applicable laws, as well as District regulations regarding etiquette and proper use.

Access is a privilege, not a right, and entails responsibility. Individual users of the district computer networks are responsible for their behavior and communications over those networks. The District's electronic network is part of the curriculum and is not a public forum for general use. Users should not expect that email or files stored on District servers will be private. The District reserves the right to log technology use, to monitor fileserver space utilization by users, and to examine users' files and materials as needed, and at its discretion.

Westmont School District is not liable or responsible for: any information that may be lost, damaged, or unavailable due to technical or other difficulties; the accuracy or suitability of any information that is retrieved through technology; breaches of confidentiality; or defamatory material.

Student users of technology will:

- Use or access District technology only for educational purposes.
- Comply with copyright laws and software licensing agreements.
- Respect the privacy rights of others.
- Be responsible at all times for the proper use of technology privileges.

- Understand that email and network files are not private. Network administrators may review files and communications to maintain system integrity and monitor responsible student use.
- Maintain the integrity of technological resources from potentially damaging messages, physical abuse, or viruses.

Student users of technology will not:

- Access, download, create, send or display offensive messages or pictures.
- Use harassing, offensive, obscene or defamatory language.
- Harass or attack others.
- Vandalize or damage computer equipment, systems, networks, hardware, software, data or programs.
- Spread computer viruses.
- Violate copyright laws or software licensing agreements.
- Use others' passwords or accounts.
- Misrepresent themselves or others.
- Trespass in others' folders, work, or files.
- Intentionally waste limited resources.
- Use District technology for non-school purposes or personal financial gain.
- Use technology for any illegal purpose or activity.

Violations of this policy, or any administrative regulations and guidelines governing the use of technology, may result in disciplinary action which could include loss of network access, loss of technology use privileges, suspension or expulsion, or other appropriate disciplinary action. Violations of local, state or federal law may subject students to prosecution by appropriate law enforcement authorities.

#### Authorization for Electronic Network Access

Each student and his/her parent/guardian must sign the District's *Acceptable Use of Technology Consent Form*, 6:236-E, as a condition for using the District's electronic network. Each student and his/her parent/guardian must sign the before being granted unsupervised use. Parent/guardian permission is also required for minors.

All users of the District's computers and means of Internet access shall maintain the confidentiality of student records. Reasonable measures to protect against unreasonable access shall be taken before confidential student information is loaded onto the network.

The failure of any student to follow the terms of the *Acceptable Use of Technology Consent Form*, 6:235-E, or this policy, will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

LEGAL REF.: Children's Internet Protection Act, P.L. 106-554.  
20 U.S.C § 6801 et seq.  
47 U.S.C. § 254(h) and (l).  
720 ILCS 135/0.01.

CROSS REF.: 5:100 (Staff Development Program), 5:170 (Copyright for Publication or Sale of Instructional Materials and Computer Programs Developed by Employees), 6:40 (Curriculum Development), 6:210 (Instructional Materials), 6:230 (Library Media Center), 6:236-E2 (Acceptable Use of Technology Agreement Form), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:130 (Student Rights and Responsibilities), 7:190 (Student Discipline), 7:310 (Publications)

ADOPTED: July 27, 2004