

ST. MARYS AREA SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: ACCEPTABLE USE OF
INTERNET, COMPUTERS AND
NETWORK RESOURCES

ADOPTED: November 8, 2010

REVISED: May 10, 2012

St. Marys Area School District Computer Acceptable Use Policy Summary

PURPOSE:

All use of the Internet and computer network must be in support of education and research and consistent with the purposes of the St. Marys Area School District.

The Internet and computer network will be used to support the district's curriculum, the educational community, communications, research and projects between schools for district students, teachers and administrators.

AUTHORITY:

The St. Marys Area School District reserves the right to log Internet use, to monitor fileserver space utilization, to review files and communications by District users while respecting the privacy rights of both District users and outside users. The school reserves the right to remove a user account from the network to prevent further unauthorized or illegal activity.

PROCEDURES:

Only the authorized owner of the account will use network accounts for its authorized purpose. Network users shall respect the privacy of other users on the system and all communications and information accessible via the network should be assumed to be private property and shall not be disclosed except for district purposes consistent with the objectives of this and related policies. The authorized owner of the account will receive or create a password of a minimum of eight characters and include alpha, numeric and special characters. Use of St. Marys Area School District's computer hardware, software, network, Internet or email requires the signing of the user agreement form by all users. If the user is under the age of 18 or is a student living with a parent or guardian, the signature of the parent or guardian is also required. The district, at its sole discretion, may waive the signature of young users or those unable to read or fully comprehend these policies. (Parent/guardian signature is still required.)

PROHIBITIONS:

The use of the Internet and computer network for illegal, inappropriate or unethical purposes by students, employees or other authorized users is prohibited. More specifically:

- Use of the network and/or the Internet to facilitate illegal activity is prohibited.
- Use of the network and/or the Internet for commercial or for-profit purposes is prohibited.
- Use of the network and/or the Internet for non-work or non-school related communications is

prohibited.

- Use of the network and/or the Internet for product advertisement or political lobbying is prohibited.
- Malicious use of the network and/or the Internet to develop programs that harass other users or infiltrate a computer system and/or damage hardware and software components of a computer or system is prohibited.
- The creation, use or sharing of computer viruses is prohibited.
- Hate mail, harassment, discriminatory remarks and other antisocial communications on the network and/or the Internet is prohibited.
- Use of the network and/or the Internet to access obscene, pornographic or socially unacceptable material is prohibited.
- Use of the network and/or the Internet to transmit material likely to be offensive or objectionable to recipients is prohibited.
- Use of the network and/or the Internet to misrepresent other users on the network and/or the Internet is prohibited.
- Use of school technology, the network and/or the Internet for fraudulent copying, communications or modification of materials in violation of law is prohibited and will be referred to appropriate authorities.
- Loading or use of unauthorized games, programs, files or other electronic media is prohibited.
- The network and/or the Internet shall not be used to disrupt the work of others; and the hardware or software of other users shall not be destroyed, modified or abused in any way.
- Use of the network and/or the Internet that results in any copyright violation is prohibited.
- All users with email must manage email accounts including the regular and frequent deletion of mail.
- A subscription to Listservers, Newsgroups or other such services without preapproval by the district is prohibited.
- All users are prohibited from creating mobile hot spots and/or any other wireless solution and connecting District-owned equipment to those hot spots and/or any other wireless solution to bypass in place web filtering solutions and wireless solutions on District property.

CONSEQUENCES:

- St. Marys Area School District may terminate the availability of the Internet and/or network at its sole discretion.
- Inappropriate Use – The network and/or the Internet user, whether student, employee or other user, shall be responsible for damages to the equipment, systems or software resulting from deliberate or willful acts.
- Failure to follow the procedures and prohibitions listed above may result in the loss of the right of

access to the Internet. Other appropriate disciplinary procedures may take place, as needed, for students, employees or other authorized users.

- Illegal use of the network; intentional deletion or damage to files of data belonging to others; copyright violations or theft of services will be reported to the appropriate legal authorities for possible prosecution.

LIMITATION OF LIABILITY:

In no event shall the St. Marys Area School District be liable for damages, whether direct, indirect, special or consequential, arising out of the use of its hardware, software and network technologies. This includes any interruption of user access.