

Network Access General Use Policy for Students

Guidelines for Acceptable use of Argyle ISD Technology Resources

The Superintendent or designee will oversee the Argyle ISD electronic communications system.

The Argyle ISD system will be used only for administrative and educational purposes consistent with the District's mission and goals. Commercial use of the District's system is strictly prohibited. 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.

The District will provide training to students in proper use of the system and will provide all users with copies of acceptable use guidelines. All training in the use of the District's system will emphasize the ethical use of this resource.

Copyrighted software or data may not be placed on any system connected to the District's system without permission from the holder of the copyright. Only the owner(s) or individuals the owner specifically authorizes may upload copyrighted material to the system.

DEFINITION OF DISTRICT TECHNOLOGY RESOURCES

The District's computer systems and networks are any configuration of hardware and software. The systems and networks include all of the computer hardware, operating system software, application software, stored text, and data files. This includes electronic mail, local databases, externally accessed databases (such as the Internet), CD-ROM, optical media, clip art, digital images, digitized information, communications technologies, and new technologies as they become available. The District reserves the right to monitor all technology resource activity.

ACCEPTABLE USE

The District's technology resources will be used only for learning, teaching and administrative purposes consistent with the District's mission and goals. Commercial use of the District's system is strictly prohibited.

The District will make training available to all users in the proper use of the system and will make copies of acceptable use guidelines available to all users. All training in the use of the District's system will emphasize the ethical use of this resource.

Software or external data may not be placed on any computer, whether stand-alone or networked to the District's system, without permission from the Executive Director of Technology or designee.

Other issues applicable to acceptable use are:

1. Copyright: All users are expected to follow existing copyright laws, copies of which may be found in each campus library.
2. Supervision and permission: A staff member only allows student use of the computers and computer network when supervised or granted permission.
3. Attempting to log on or logging on to a computer or email system by using another's password is prohibited: Assisting others in violating this rule by sharing information or passwords is unacceptable.

SYSTEM ACCESS

Access to the District's electronic communications system will be governed as follows:

1. Under District supervision, students will be granted access to the Argyle ISD system.
2. A student may apply for and purchase an individual account at an annual cost of \$10.00 and, in doing so, will be ultimately responsible for use of the account. Students with accounts will be required to maintain password confidentiality by not sharing the password with students or others.
3. Students completing required course work on the system will have first priority for use of District equipment after school hours with teacher supervision.
4. Any system user identified as a security risk or having violated District and/or campus computer-use guidelines may be denied access to the Argyle ISD system.

CAMPUS-LEVEL COORDINATOR RESPONSIBILITIES

As the campus-level coordinator for the electronic communications system, the principal or campus technology facilitator will:

1. Be responsible for disseminating and enforcing applicable District policies and acceptable use guidelines for the Argyle ISD system at the campus level.
2. Ensure that all users of the Argyle ISD system complete and sign an agreement to abide by District policies and administrative regulations regarding such use. All such agreements will be maintained on file in the principal's office.
3. Ensure that employees supervising students who use the Argyle ISD system provide training emphasizing the appropriate use of this resource.
4. Be authorized to monitor or examine all system activities, including electronic mail transmissions, as deemed appropriate to ensure proper use of the system.
5. Be authorized to establish a retention schedule for messages on any electronic bulletin board and to remove messages posted locally that are deemed to be inappropriate.
6. Set limits for disk utilization on the system, as needed.

INDIVIDUAL USER RESPONSIBILITIES

The following standards will apply to all users of the Argyle ISD electronic information/communications systems:

ON-LINE CONDUCT

1. The individual in whose name a system account is issued will be responsible at all times for its proper use.
2. The system may not be used for illegal purposes, in support of illegal activities, or for any other activity prohibited by District policy.
3. System users may not use another person's system account without written permission from the campus administrator or District coordinator, as appropriate.
4. System users may redistribute copyrighted programs or data only with the written permission of the copyright holder or designee. Such permission must be specified in the document or must be obtained directly from the copyright holder or designee in

accordance with applicable copyright laws, District policy, and administrative regulations.

5. System users may upload public domain programs to the system only with campus technology facilitator written permission. System users may also download public domain programs for their own use but may not redistribute a public domain program. System users are responsible for determining whether a program is in the public domain. Challenges will be settled by the campus technology facilitator.

VANDALISM PROHIBITED

Any malicious attempt to harm or destroy District equipment or materials, data of another user of the Argyle ISD system, or any of the agencies or other networks that are connected to the Internet is prohibited. Deliberate attempts to degrade or disrupt system performance will be viewed as violations of District policy and administrative regulations and, possibly, as criminal activity under applicable state and federal laws. This includes, but is not limited to, the uploading or creating of computer viruses.

Vandalism as defined above will result in the cancellation of system use privileges and will require restitution for costs associated with system restoration, hardware, and/or software costs.

FORGERY PROHIBITED

Forgery or attempted forgery of electronic mail messages is prohibited. Attempts to read, delete, copy, or modify the electronic mail of other system users or deliberate interference with the ability of other system users to send/receive electronic mail is prohibited. Failure to comply will result in cancellation of system use privileges.

INFORMATION CONTENT/ THIRD PARTY SUPPLIED INFORMATION

System users and parents of students with access to the Argyle ISD system should be aware that use of the system may provide access to other electronic communications systems in the global electronic network that may contain inaccurate and/or objectionable material.

A student knowingly bringing prohibited materials into the school's electronic environment will be subject to revocation of privileges on the Argyle ISD system and will be subject to disciplinary action in accordance with the Student Code of Conduct.

An employee knowingly bringing prohibited materials into the school's electronic environment will be subject to revocation of privileges and to disciplinary action in accordance with District policies.

NETWORK ETIQUETTE

System users are expected to observe the following network etiquette:

1. Be polite; messages typed in capital letters are the computer equivalent of shouting and are considered rude.
2. Use appropriate language; swearing, vulgarity, ethnic or racial slurs, and any other inflammatory language are prohibited.
3. Pretending to be someone else when sending/receiving messages is considered inappropriate.
4. Transmitting obscene messages or pictures is prohibited.

5. Revealing personal addresses or phone numbers of the user or others is prohibited.
6. Using the network in such a way that would disrupt the use of the network by other users is prohibited.

TERMINATION/ REVOCATION OF SYSTEM USER ACCOUNT

The District may suspend or revoke a system user's access to the Argyle ISD system upon violation of District policy and/or administrative regulations regarding acceptable use.

Termination of an employee's account or of a student's access will be effective on the date the principal or campus technology facilitator receives notice of employee status change, student withdrawal, or notice of revocation of system privileges.

DISCLAIMER

The Argyle ISD system is provided on an "as is, as available" basis. The District does not make any warranties, whether expressed or implied, including, without limitation, those of merchantability and fitness for a particular purpose with respect to any services provided by the system and any information or software contained therein.

The District does not warrant that the functions or services performed by, or that the information or software contained on, the system will meet the system user's requirements, or that the system will be uninterrupted or error-free, or that defects will be corrected.

Opinions, advice, services, and all other information expressed by system users, information providers, service providers, or other third party individuals in the system are those of the users or providers and not the District.

The District will cooperate fully with local, state, or federal officials in any investigation concerning or relating to misuse of the Argyle ISD electronic communications system.

STUDENT AGREEMENT FOR ACCEPTABLE USE OF THE ELECTRONIC COMMUNICATIONS SYSTEM AT ARGYLE HIGH SCHOOL

You are being given access to the Argyle ISD's electronic communications system. Through this system, you will be able to communicate with other schools, colleges, organizations, and people around the world through the Internet and other electronic information systems/networks. You will have access to hundreds of databases, libraries, and computer services all over the world. With this educational opportunity comes responsibility. It is important that you read the District policy, administrative regulations, and agreement form and ask questions if you need help in understanding them. Inappropriate system use will result in the loss of the privilege to use this educational tool. Please note that the Internet is a network of many types of communication and information networks. It is possible that you may run across areas of adult content and some material you (or your parents) might find objectionable. While the District will use filtering technology to restrict access to such material, it is not possible to absolutely prevent such access. It will be your responsibility to follow the rules for appropriate use.

RULES FOR APPROPRIATE USE

- You may purchase the use of an individual account for \$10.00. You are responsible for not sharing the password for that account with others. If you not to purchase an individual account, you will have access only through the teacher's account.
- The account is to be used only for identified educational purposes.
- You will be held responsible at all times for the proper use of your account, and the District may suspend or revoke your access if you violate the rules.

INAPPROPRIATE USES

- Using the system for any illegal purpose.
- Disabling or attempting to disable any Internet filtering device.
- Encrypting communications to avoid security review.
- Borrowing someone's account without permission.
- Posting personal information about yourself or others (ie. addresses and phone numbers).
- Downloading or using copyrighted information without permission from the copyright holder.
- Intentionally introducing a virus to the computer system.
- Posting messages or accessing materials that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal.
- Wasting school resources through the improper use of the computer system.
- Gaining unauthorized access to restricted information or resources.
- Repeatedly accessing websites that the District considers inappropriate/objectionable or websites that contain materials that the District considers inappropriate/objectionable and/or materials inconsistent with the educational mission, objectives and goals of the school.

CONSEQUENCES FOR INAPPROPRIATE USE

- Suspension of access to the system;

- Revocation of the computer system account; or
- Other disciplinary and/or legal action, in accordance with the Student Code of Conduct and applicable laws.

The student agreement must be renewed each academic year.

STUDENT Name _____ Grade _____
(Please Print)

I understand that my computer use is not private and that the District will monitor my activity on the computer system. I have read the District's electronic communications system policy and administrative regulations and agree to abide by their provisions. I understand that violation of these provisions may result in suspension or revocation of system access.

Student's signature _____ Date _____

PARENT: Please read and mark the applicable blank below, then sign and complete parent information.

___ I do not give permission for my child to participate in the District's electronic communications system.

I have read the District's electronic communications system policy and administrative regulations. In consideration for the privilege of my child using the District's electronic communications system, and in consideration for having access to the public networks, I hereby release the District, its operators, and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my child's use of, or inability to use, the system, including, without limitation, the type of damage identified in the District's policy and administrative regulations.

___ I give permission for my child to participate in the District's electronic communications system and certify that the information contained on this form is correct.

Signature of parent _____

Home address _____

Date _____ Home phone number _____

Name of Student _____ Grade _____

I do _____ do not _____ want a district network account. The fee of \$10.00 is attached. Account names will be the student's last name, first initial. Unless notified of a different login.

Please indicate a password 4-6 characters _____.