

AUTHORIZATION FOR STUDENT ELECTRONIC NETWORK ACCESS

Pursuant to School Board policies 6:235, 7:190, 7:310 and any other related policies, all users of the District's network and electronic equipment, for Internet access or any other purpose, shall abide by the District's policies and procedures, rules and regulations. A student and the student's parent(s) or guardian(s) must sign the Authorization for Student Electronic Network Access, acknowledging their understanding and consent to the terms of the agreement, before the District will authorize the student to have access to the District network or other electronic equipment of the District for Internet access for other purposes. A copy of the Board Policy on the Access to Electronic Networks may be obtained online or at the District administrative offices.

SPECIAL NOTE: All use of the Internet and technology resources should be consistent with the District's goal of promoting educational excellence and the District's curriculum. Due to the potential harms that may exist from improper use of technology resources and the Internet, below are several unacceptable and inappropriate uses of such resources to guide students to use technology and the Internet in a productive manner without violating the rights of others or disrupting the orderly operation of the District. The following represent some, but not all, of the inappropriate uses that are prohibited:

- Using the network for any illegal activity.
- Using the network to send/receive a message that is inconsistent with the school's code of conduct.
- Invading the privacy of individuals, which includes the unauthorized disclosure, dissemination and use of information about anyone that is of a personal nature.
- Using another user's account or password.
- Posting material created by another without his/her consent.
- Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, or illegal material.
- Using the network for private or commercial gain.
- Using copyrighted material without permission.
- Creating a virus or other malicious program and placing it on the network.
- Using the network to send/receive messages that are sexually harassing or contain obscenities.
- Using the network to request home phone numbers and later making obscene phone calls to the numbers.
- Using the network to provide addresses or other personal information of myself or other students and staff.
- Using the network to gain unauthorized access to resources, entities, files, data or accounts.
- Using the network without authorization.
- Use of the network which incurs unauthorized charges or fees.
- Unauthorized downloading or sharing of media/music/software, regardless of whether it is copyrighted or de-virused.
- Wastefully using resources, such as file space.
- Hacking or gaining unauthorized access to files, resources or entities.
- Damage, altering, or modifying District owned software or hardware
- Malicious intent of damage or destruction to district technology devices.
- Use of a technology device camera in a bathroom or locker room.
- Collection of any inappropriate, illicit, embarrassing, or sexually explicit photos, videos, or recordings taken from a personal or district-issued technology device.
- Using cell phone or other portable device to do any of the above-mentioned activities.

All users should be aware that the inappropriate use of electronic information resources could be a violation of local, state and federal laws. **Violations can lead to criminal or civil prosecution.** Please note that social media and web publishing outside of the school day that includes defamatory, inaccurate, abusive, obscene, profane, threatening and racially charged material, that causes material and substantial disruption in school may result in disciplinary action, including suspension and/or expulsion.

Student Use Agreement

Zion Elementary School District strongly believes in the educational value of such electronic services and recognizes the potential of such to support our curriculum and student learning in our district. Our goal in providing this service is to promote educational excellence by facilitating resource sharing, innovation, and communication. Zion Elementary School District 6 will make an effort to protect students and teachers from any misuses or abuses. However, all users must be continuously on guard to avoid inappropriate and illegal interactions.

Electronic Information Resource Contract

The following safety rules with respect to student Internet use should be discussed by parents with their students: (1) Students should not give out personal information; (2) Students should tell their parents, a teacher or an administrator about any information they encounter or receive that makes them feel uncomfortable; (3) Students should never agree to meet in person anyone they “meet” through the Internet without first checking with their parent/guardian; (4) Students should never send anyone their picture or any other item without first checking with their parent/guardian and (5) Students should tell their parent/guardian, a teacher or an administrator, immediately when they receive a request for personal information or to meet them in person.

Listed below are the provisions of this contract. If any user violates these provisions, Board policy, procedures, rules or regulations, access to the information services and resources may be denied access and students may be subject to disciplinary action.

SECTION 1 PERSONAL RESPONSIBILITY: I will follow the same school expectations (Respectful, Responsible, Safe and Kind) on the computer/electronic devices as I do in person. I am responsible for what I do on the computer/electronic devices. As a representative of this school, I will accept personal responsibility for reporting any misuse of the network of which I am aware, to the appropriate school administrator. Misuse can come in many forms, but it is commonly viewed as any message(s) sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexual harassment, inappropriate language, and other issues described below. All the rules of conduct described in board policy, rules or regulations, and in the district and school discipline plans apply when you are on the network.

Using a cellular telephone, smartphone, video recording device, personal digital assistant (PDA), or similar electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically

includes, without limitation, creating and sending, uploading, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person, recording or videotaping

physical altercations, and/or distributing and/or uploading to any online site pictures/audio/video of any student, staff member or community member without their permission is strictly prohibited.

All cellular phones, smartphones, and other electronic devices must be kept powered-off and out-of-sight during the regular school day unless use of the device is provided in a student's individualized education program (IEP).

Any cellular phone or electronic device may be seized upon reasonable suspicion of inappropriate use that violates another person's rights. Any inappropriate or illegal use may cause a disciplinary action and/or an expulsion hearing with the Board of Education and possible referral to a local law enforcement agency. It is recommended that items of value be left at home. If there is a need to bring these items to school, it is recommended the items be left in the hall locker for security purposes.

SECTION 2 PRIVILEGES: If I do something inappropriate on a computer/electronic device, I will lose my computer/electronic device privileges. Using a computer/electronic device is a privilege, not a right. The use of the information system is a privilege, not a right, and inappropriate use will result in a cancellation, revocation, or suspension of those privileges as well as possible legal or disciplinary action. The administration, staff, or faculty of Zion Elementary School District may request that the system administrator deny, revoke or suspend specific user accounts.

SECTION 3 ACCEPTABLE USE: I will only use a computer/electronic device for school reasons. I will not break the law on the computer/electronic devices. The use of my assigned account must be in support of education and research and with the educational goals and objectives of Zion Elementary School District. I am personally responsible for compliance with this agreement and any applicable policy, rules, or regulations, at all times when using the electronic information service. Examples of acceptable and unacceptable uses include, but are not limited to, the following:

- Use of other organization's networks or computing resources must comply with rules appropriate to that network.
- Use of the network or Internet or any illegal activity is prohibited, including violation of copyright or other contracts, or transmitting any material in violation of any United States or state laws or regulations. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secret.
- Use of District resources for commercial and financial activities for personal gain or for private institutions is not acceptable.
- Use of product advertisement or political lobbying is also prohibited.
- It is inappropriate to use the network or Internet in any way that would cause an invasion of privacy, compromise security, result in harassment, consume excessive system resources, or interfere with the operation of the District's equipment.

I am aware that the inappropriate use of electronic information resources can be a violation of local, state and federal laws and that I can be prosecuted for violating those laws.

SECTION 4 NETWORK ETIQUETTE AND PRIVACY: I will be polite on the computer/electronic devices and not do something to hurt others. I will use appropriate language and respect the privacy of others. You are expected to abide by the generally accepted rules of network etiquette. These rules include, but are not limited to, the following:

- A. **BE POLITE.** Never send, or encourage others to send, abusive messages.
- B. **USE APPROPRIATE LANGUAGE:** Remember that you are a representative of our school and district on a non-private system. You may be alone with your computer/electronic device, but what you say and do can be viewed globally! Never swear, use vulgarities, or any other inappropriate language. Illegal activities of any kind are strictly forbidden.
- C. **PRIVACY.** Do not reveal your home address or personal phone number or the addresses and phone numbers of students or colleagues.
- D. **ELECTRONIC MAIL AND SYSTEM FILES.** There are no expectations of privacy with the use of the network or Internet when using District equipment and technology resources. Electronic mail (e-mail), messages, chats and system files are not guaranteed to be private. The Zion Elementary School District Administration may periodically or randomly monitor messages or files that record network and Internet use. Messages relating to or in support of illegal activities must be reported to the authorities.
- E. **DISRUPTIONS.** Do not use the network in any way that would disrupt use of the network by others.
- F. **COPYRIGHT AND WEB PUBLISHING RULES.** Copyright law prohibits the re-publishing of text or graphics found on the web without permission. Students involved in web publishing should site resources and make reasonable attempts to gain permission.

SECTION 5 SERVICES: I am responsible for things I do on the computer/electronic devices and no one else. Zion Elementary School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. Zion Elementary School District will not be responsible for any damages suffered while on this system. These damages include loss of data as a result of delays, non-deliveries, mis-deliveries, or service interruptions caused by the system or your errors or omissions. Use of any information obtained via the information system is at your own risk. Zion Elementary School District specifically disclaims any responsibility for the accuracy of information obtained through its services.

SECTION 6 SECURITY: If I notice something that doesn't look right, I will tell a staff member. I will not use the accounts of others. Security on any system is a high priority because there are so many users. If you identify a security problem, notify an administrator at once. Never demonstrate the problem to other users. Never use another individual's account. All use of the system must be under your own account. Any misuse of your account is your responsibility. Any user identified as a security risk will be denied access to the information system.

SECTION 7 VANDALISM: I will not harm or create things that harm the computer/electronic devices. Vandalism is defined as any attempt to harm or destroy data or programs of another user or any other agencies or networks that are connected to the system. This includes, but is not limited to, the uploading or creation of viruses. Any vandalism will result in the loss of the device, disciplinary action, financial liability and legal referral.

SECTION 8 CONSEQUENCES OF VIOLATIONS: If I do not use the computer/electronic devices appropriately, I will get a consequence such as not using the device, suspension or another disciplinary action. The school can monitor what I do at any time. Zion Elementary School District has the right to monitor user activity in any form that it sees fit to maintain the integrity of the network and restrict or terminate network and Internet access at any time for any reason.

Consequences of violations include, but are not limited to, the following: suspension or revocation of Internet access, suspension or revocation of network privileges, suspension or revocation of device access, school suspension, expulsion, or any other disciplinary actions, legal action and prosecution, financial liability for loss of network resources.

I understand and will abide by the provisions and conditions of this contract as well as all acceptable policies, rules and regulations. I understand that any violations of the above provisions, any unacceptable use, or misuse are grounds for revocation or suspension of Internet access privileges and may result in disciplinary action, the revocation of my user account, and appropriate legal action. I also agree to report any misuse of the information system of which I am aware to the appropriate school administrator. Misuse can come in many forms, but can be viewed as any messages sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexual harassment, inappropriate language and other actions described above. All the rules of conduct described in the district and school discipline plans apply when I am on the network. I understand and agree that I have no expectation of privacy with respect to any information I store on District network equipment, including files, e-mail sent or received, records of system or Internet use, and any other information on the system, and I consent to the retrieval, review and disclosure of such information, subject to student records confidentiality laws.

In consideration for the District's Internet Account for the student's use, I hereby release the Zion Elementary School District and its Board members, employees and agents from any claims and damages arising from the student's use, or inability to use the Internet or District technology resources. I agree to indemnify the District for any losses, costs, fees or damages incurred by the District relating to, or arising out of, any violation by the student of this agreement, District policy or administrative rules. I understand that it is impossible for Zion Elementary School District to restrict access to all controversial materials, and I will not hold the District responsible for materials acquired on the network.

I accept full responsibility for supervision if and when my child's use of network/Internet resources is not in a school setting. I hereby give my permission to issue an account for my child and certify that the information contained on this form is correct.