

Billings School District 2

HUMAN RESOURCES

District-Provided Access to Computer Equipment, Electronic Information, Services and Networks

General

The purpose of this policy is to outline the acceptable use of the network-related systems within the Billings Public School District. These rules are in place to protect the students, staff and the District. Inappropriate use, improper planning, and disregard of these policies exposes Billings Public Schools to risks including compromise of network systems and services, and possible damage to the network.

The District makes network related systems including, but not limited to, computer equipment, mobile devices and peripherals, printers, software and apps, operating systems, storage media, network accounts providing curriculum resources, electronic mail and Internet access available to District students and faculty. The District provides this access as part of its instructional program and to promote educational excellence by facilitating resource sharing, innovation and communication.

The District expects all students and staff to take responsibility for appropriate and lawful use of this access, including good behavior for online use. The District may withdraw access to its network and to the Internet when any misuse occurs. District teachers and other staff will make reasonable effort to supervise use of the network, internet access, computers and related devices.

Using the Billings Public School District network is a privilege, not a right. As with all privileges, it is the responsibility of the user to use this service appropriately and in compliance with all school policies and procedures, Montana state laws, and Federal laws. Students and staff members have no expectation of privacy in any materials that are stored, transmitted, or received via the District's electronic network, computers and related devices unless otherwise provided by law. The District reserves the right to monitor, inspect, copy, review, and store, at any time and without prior notice, any and all usage of computers, systems, networks and Internet access and any and all information transmitted or received in connection with such usage.

Curriculum

Use of District electronic equipment and networks will be consistent with the curriculum adopted by the District, as well as with varied instructional needs, learning styles, abilities, and developmental levels of students and will comply with selection criteria for instructional materials and library materials. Staff members may use network resources and the Internet throughout the curriculum consistent with the District's educational goals.

Acceptable Uses

- A. Use of the Districts network and devices are for Educational Purposes Only.
- B. All use of the District's electronic network must be: (1) in support of education and/or research, and in furtherance of the District's stated educational goals; or (2) for a legitimate school business purpose.

Unacceptable Uses of Network.

- A. Uses that violate the law or encourage others to violate the law
- B. Uses that violate school policies or encourage others to violate school policies.
- C. Uses that jeopardize the security of computers, systems, or networks of the District or others including disabling or attempting to disable any type of security or Internet filtering device.
- D. Physically or electronically vandalize District technologies or use the District's electronic technologies to harm, vandalize, damage or disable the property of another person or organization.
- E. Exposing self or others to the potential of personal harm
- F. Cyber bullying, intimidation, harassment, or hazing through the use of electronic communication and/or electronic devices, that disrupts the orderly operation of the school or any school-related program, activity, or function where the school is responsible for the student.
- G. Use of the District's electronic technologies for unauthorized commercial purposes or for financial gain unrelated to the Mission of the District

Warranties/Indemnification

The District makes no warranties of any kind, express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this policy. The District is not responsible for any information that may be lost, damaged, or unavailable when using the network or for any information that is retrieved or transmitted via the Internet. The District will not be responsible for any unauthorized charges or fees resulting from access to the Internet. Any user is fully responsible to the District and will indemnify and hold the District, its trustees, administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from such user's access to its computer network and the Internet, including, but not limited to, any fees or charges incurred through purchase of goods or services by a user. The District expects a user or, if a user is a minor, a user's parents or legal guardian to

cooperate with the District in the event of its initiating an investigation of a user's use of access to its computer network and the Internet.

Violations

If a user violates this policy, the District will limit a user's access or will withdraw access and may subject a user to additional disciplinary action. An administrator or building principal will make all decisions regarding whether or not a user has violated this policy and any related rules or regulations and may deny, revoke, or suspend access at any time, with that decision being final.

Policy History:

First Reading:	April 18, 2005 – Board of Trustees
Second Reading:	June 13, 2005 – School/Community Committee
Third Reading:	June 20, 2005 – Board of Trustees
Adopted on:	June 20, 2005
Effective on:	July 1, 2005
Revised on:	October 8, 2018
First Reading:	January 28, 2019 – Board of Trustees
Second Reading:	February 5, 2019 – Board Operations
Third Reading:	February 25, 2019 – Board of Trustees
Effective on:	February 25, 2019