



# Morgan Hill Unified School District

## Computer System Acceptable Use Agreement

Persons wishing to use the Morgan Hill Unified School District's Computer System are required to read the Acceptable Use Agreement and electronically confirm their understanding and agreement of the terms and conditions during online enrollment and the annual data confirmation process.

### Introduction

The Morgan Hill Unified School District (MHUSD) provides technology resources to its students and staff in furtherance of its educational and business purposes. It is the District's goal to promote educational excellence in the District's schools by providing technological resources, facilitating innovation, and improving communications with the support and supervision of parents, teachers, and staff. The use of these technology resources is a privilege, not a right.

All MHUSD schools are linked electronically through a data network (Local Area Network (LAN) and Wide Area Network) that allows students and staff to communicate with each other and the MHUSD greater community. The MHUSD data network also provides access to outside resources, including the Internet. Through the Internet, MHUSD users can access local, national, and international electronic resources, including universities, libraries, schools, businesses, and individuals, and find information not previously or easily available. Together, MHUSD's computer equipment, the MHUSD network resources, email services, and access to outside resources including Web pages and the Internet make up MHUSD's electronic Computer System.

Access to computers and people all over the world through the District's Computer System entails potential access to material that may not be considered to be of educational value in the context of a school setting. The District believes that the value of the information, interaction, and research capabilities available through computer technology outweighs the possibility that users may obtain material that is not consistent with the educational goals of the District. The district will use technology protection measures to block or filter, to the extent practicable, access of information over the network.

Proper behavior, as it relates to the use of computers, is no different than proper behavior in all other aspects of School District activities. All users are expected to use the District's Computer System in a responsible, ethical, and polite manner. Parents are strongly encouraged to be involved in their children's computer use and to guide them in ethical and proper use. This document is intended to clarify the terms and conditions of access to the Computer System and expectations as to its proper use.

### Online/Internet Services: User Obligations and Responsibilities

Students are authorized to use district equipment to access the Internet or other online services in accordance with Board policy, the user obligations and responsibilities specified below, and the district's Acceptable Use Agreement.

1. The student in whose name an online services account is issued is responsible for its proper use at all times. Students shall keep personal account numbers and passwords private and shall only use the account to which they have been assigned.
2. Students shall use the district's system safely, responsibly, and primarily for educational purposes.
3. Students shall not access, post, submit, publish, or display harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs. (cf. [5131](#) - Conduct) Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code [313](#))
4. Unless otherwise instructed by school personnel, students shall not disclose, use, or disseminate personal identification information about themselves or others when using email, chat rooms, or other forms of direct electronic communication. Students also shall be cautioned not to disclose such information by other means to individuals contacted through the Internet without the permission of their parents/guardians. Personal information



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includes the student's name, address, telephone number, Social Security number, or other personally identifiable information.

5. Students shall not use the system to encourage the use of drugs, alcohol, or tobacco, nor shall they promote unethical practices or any activity prohibited by law, Board policy, or administrative regulations. (cf. [3513.3](#) - Tobacco-Free Schools)
6. Students shall not use the system to engage in commercial or other for-profit activities.
7. Students shall not use the system to threaten, intimidate, harass, or ridicule other students or staff.
8. Copyrighted material shall be posted online only in accordance with applicable copyright laws. Any materials utilized for research projects should be given proper credit as with any other printed source of information. (cf. [5131.9](#) - Academic Honesty)
9. Students shall not intentionally upload, download, or create computer viruses and/or maliciously attempt to harm or destroy district equipment or materials or manipulate the data of any other user, including so-called "hacking." Students shall not obtain and/or use anonymous email sites; spamming or "chain letters" which may spread viruses. (cf. 5131.5 - Vandalism and Graffiti)
10. Students shall not attempt to interfere with other users' ability to send or receive email, nor shall they attempt to read, delete, copy, or modify other users' emails, files or data. Students shall not disguise their own identity or use another individual's identity.
11. Students shall report any security problem or misuse of the services to the teacher or principal.
12. Students shall not share/post screenshots of lessons or material provided by teachers or staff, nor post recordings of any portion of online lessons, quizzes or tests without the express permission of the teacher.

The district reserves the right to monitor use of the district's systems for improper use without advance notice or consent. Students shall be informed that computer files and electronic communications, including email, are not private and may be accessed by the district for the purpose of ensuring proper use.

Whenever a student is found to have violated Board policy, administrative regulation, or the district's Acceptable Use Agreement, the principal or designee may cancel or limit a student's user privileges or increase supervision of the student's use of the district's technological resources, as appropriate. Inappropriate use also may result in disciplinary action and/or legal action in accordance with law and Board policy.

### **Disclaimer**

The district assumes no liability, either express or implied, arising out of providing Computer System access to users. The district shall not be responsible for any damages suffered by users as a result of using the Computer System, including, but not limited to, damages suffered as the result of the user's own negligence, system delays, service interruptions, non-delivery or misdelivery of data, or the acts of other users. Use of the Computer System and information obtained therefrom is solely at the user's risk. The district makes no representation as to the content, accuracy, or veracity of any information on or obtained from the Computer System. The district disclaims any responsibility for the accuracy of information contained in or obtained from Internet service providers, or web sites, or other sources outside the Computer System.

### **Hold Harmless**

The user and the user's parent/guardian agree to release and hold harmless the district and its officers, board members, employees and agents, from and against any and all liability, loss, expense, or claim for injury or damages user may have arising out of use of the Computer System.



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**By acknowledging that the parent/guardian and student have read and agree to this document, the following responsibilities are assumed:**

### **Student**

Student acknowledges they have read and understand the Morgan Hill Unified School District's Computer System/Internet/E-mail Acceptable User Agreement. The student will only use the Morgan Hill Unified School District's Computer System and devices as authorized by the Agreement and as directed by a supervising adult. The District has permission to access any user files, emails and documents.

### **Parent/Guardian**

Parent/Guardian acknowledges they have read and understand the Morgan Hill Unified School District's Computer System/Internet/E-mail Acceptable User Agreement. They agree to comply with the terms and conditions of that policy and to make every effort to ensure their child or ward will also comply with the Agreement. They authorize their child or ward to use the District's Computer System. They understand that it is impossible for the District to control and restrict access to all controversial or inappropriate materials, which may be accessible through the Computer System. They agree to hold the District and its officers, agents, and employees harmless in the event their child obtains access to controversial or inappropriate materials while using the Computer System. In consideration for the privilege of their child or ward using the District's Computer System and being provided access to the Internet, they hereby release and hold harmless the Morgan Hill Unified School District, its officers, board members, employees and agents, and any entity affiliated with the District, from and against any and all liability, loss, expense, or claim for injury or damages that the parent or student may incur arising out of use of the District's Computer System. Furthermore, the parent/guardian is responsible for the cost to replace/repair devices lost or damaged as a result of negligence or misuse by the student, including damage caused by liquid or food spilled on district-provided equipment. MHUSD may provide the opportunity to purchase insurance to cover the loss/damage of these devices.