

**FERNDALE SCHOOL DISTRICT NO. 502**  
**ADMINISTRATIVE PROCEDURES**

No. 2314 P-1  
Attachment 2

**TECHNOLOGY RESOURCES USE AGREEMENT(STAFF)**

**Staff**

Staff at Ferndale School District (FSD) has direct access to the Internet and the FSD network. With this privilege comes a responsibility. Staff must be informed of the rules regarding Internet and network use and agree to abide by these rules.

All staff members have a responsibility to monitor student use of computers. If a staff member observes a student abusing their computer privileges or vandalizing equipment, they should report it immediately to the appropriate supervisor.

Staff should be aware that downloading or streaming large files such as video or Internet radio uses a significant amount of our available network bandwidth. This can cause slowdowns district-wide, especially during business hours (8:00 a.m. - 4:30 p.m.).

Please read this information, sign in the appropriate space below and return to your building office or as directed.

The following information was extracted from the "Ferndale School District Board Procedure #2314 P-1: Technology Resources." Copies of the complete board policy no. 2314 and procedures are available on the FSD website.

**Acceptable Use:**

The use of this account must be in support of education and research

**Unacceptable Use:**

Examples of Activities (but not limited to) which are not permitted:

1. Displaying sexually explicit, pornographic, obscene, lewd or other inappropriate messages or pictures
2. Using obscene language or material
3. Damaging computers, computer system or computer networks
4. Violating copyright laws
5. Using other users' passwords
6. Trespassing on other users' systems, folders, work or files
7. Excessive use of limited resources (beyond time authorized by administrators)
8. Employing the network for commercial, personal, or political purposes.
9. Free "web surfing" during school hours
10. Modifying software on district equipment or installing personal technology on the network without written permission from Technology Department
11. Accessing any computer not explicitly authorized to use

I understand and will abide by the Technology Resources Use Agreement Policy. I understand that this access is designed for educational purposes. I recognize that it is impossible for the Ferndale School District to completely restrict access to offensive, sexually explicit, pornographic or other controversial information and materials available through Internet or other sources from the network, and I will not hold the school district responsible for information and materials obtained from the network. I further understand that any violation of the regulations contained therein may result in disciplinary action and may constitute a criminal offense.

User Name (please print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Implemented 10-12-1995  
Revised 06-10-2010