

Douglas County School District
Acceptable Use of All District Technology

I understand that it is a privilege to use the Douglas County School District technology. Further, I understand that the use of technology is for the furtherance of District educational objectives in accordance with the best research on K-12 and student learning. It is not for personal use. I understand and agree with the following:

1. The privilege to use the Douglas County School District technology may be revoked by the District at any time for abusive conduct or violation of the conditions of use below. This includes, but is not limited to: (1) the placing, transmission, or deliberate access of obscene, abusive, or otherwise offensive, objectionable, or unlawful information on the network; (2) the improper access, transferring, or sharing of accounts, misappropriation or misuse of information or files of other users, (3) the use of obscene, abusive, or otherwise offensive or objectionable language in any form using Douglas County School District access and (4) any violations of the Federal Educational Rights and Privacy Act. The District reserves the right to determine what constitutes abusive conduct or violation of District Policies.
2. Douglas County School District has the right to review any material stored in District files and to remove any material that the District, in its sole discretion, believes may be unlawful, obscene, abusive, or otherwise objectionable. Advance warning will be given if removal of files is necessary to provide storage space. **I hereby waive any right of privacy that I may otherwise have in and to such material.**
3. All information and services contained at Internet access points in the District are placed there for general informational purposes and are in no way intended to refer to, or be applicable to, any specific person, case, or situation.
4. I am using this service at my own risk. Although the district has filtering equipment, it is not able to filter or control all information accessible through the Internet and cannot be held responsible for all content.
5. Files downloaded from the Internet may contain computer viruses. Douglas County School District is not responsible for damage to my disk or computer or any loss of data, damage, or liability that may occur from my use of Douglas County School District computers.
6. I will not attempt to modify or tamper with the Douglas County School District's computer hardware, network or software, introduce viruses, install or run any unauthorized programs, or connect unauthorized devices to the network or computers.
7. I will not attempt to gain unauthorized access to other computers or networks, violate the Acceptable Use Policies of any network to which I connect, or improperly read, copy, misappropriate, alter, misuse, or destroy any information or files on this or other computers.
8. I will not use this access for unlawful activities including violations of copyright law or other rights of third parties, or transmission of obscene, threatening, or harassing material. I understand that I am responsible for reporting any misuse.
9. I will not use this access to operate an on-line business, distribute commercial advertising, or represent myself, or use another persons password.
10. I will only connect to the Internet via District-approved access.
11. Information about students will be limited to a picture and first name only.
12. **I will abide by the Federal Educational Rights and Privacy Act and will not use email, District technology/software, or any web sites to post, transmit, or access student information except in accordance with the provisions of that act.**
13. I will not share my password with anyone.
14. If I violate this agreement in any way, I understand that I may lose my Internet access privileges temporarily or permanently and could face disciplinary action up to and including dismissal. Unlawful activities may result in criminal prosecution.

I have read the above Acceptable Use Agreement for All District Technology and agree to abide by the provisions. I hereby acknowledge that I have no right to privacy and/or confidentiality for any actions I take using the District network, including, but not limited to, email. I understand that violations of the Agreement may result in the revocation of my public network access and related privileges as well as disciplinary action.

Staff Member's Name _____
Print: Last Name, First Name

Staff Member's Signature _____ **Date** _____

cc: Personnel File