

Instruction

Use of Technology Policy

Section 1: Purpose

Leyden High School District 212, through its Superintendent or designee, may authorize staff, students and other individuals to use or otherwise access District Technology, as defined below, for professional, educational or other uses that further the District's interests. The sole purpose of such use or access is to improve the education of District students and the educational environment of which they are a part. This policy and related administrative procedure shall outline the responsibilities, requirements and other restrictions that govern use of and access to District Technology.

Section 2: Definitions

For purposes of this policy and any related administrative procedure, the following definitions shall apply:

“District Technology” – Any computers, electronic devices, systems, software or network owned, operated or provided by the District, including but not limited to servers, desktop and laptop computers, mobile phones, smartphone devices, IP telephony devices, devices that provide internet and/or network connectivity, e-mail and messaging systems and accounts owned or operated by or on behalf of the District, web pages published on the District's web servers and/or under its domain and any other personal communications devices or software that run on any of the above. For purposes of this definition, a network is a collection or collections of computers, electronic devices, systems and/or software that are interconnected by communications systems to facilitate sharing of information, data and/or electronic resources or to otherwise communicate electronically with others.

“Authorized User” – Staff, students and/or other individuals who the Superintendent or designee has explicitly authorized to use or access District Technology for professional, educational and/or other uses that further the District's interests.

Section 3: Applicability

An individual acknowledges this policy and related procedures and is subject to its terms by using or accessing District Technology. A user need not sign and return an acknowledgement form to be subject to this policy and related procedures.

Section 4: Acceptable Use

Only Authorized Users may use or access District Technology. Authorized Users are expected to use or access District Technology for professional, educational or other uses that further the District's interests, which include but are not limited to research, professional communications and other administrative and educationally relevant activities. Authorized Users are also expected to maintain the highest standards of ethical behavior and to assume personal responsibility for their use. Other uses (including personal uses) must be minimal (*de minimis*) and must not interfere with the purposes of this policy or the District's interests.

In addition to complying with this policy, Authorized Users must comply with State and federal laws and regulations, the terms of administrative procedures implementing this policy and the terms of any other related policies and procedures. The Superintendent or designee may require a user (and his or her parents, if the user is a student) to sign and return an acknowledgement form acknowledging the duty to comply with such policies, procedures, laws and regulations before becoming an Authorized User.

Section 5: Limited Rights of Use

Use of District Technology is a privilege, not a right. District Technology is not a limited public forum.

The Superintendent or designee may, when necessary in his or her sole discretion, act to protect and ensure the operability, integrity, security and reliability of District Technology, which may require denying users access in whole or in part.

Materials created by staff members in or related to the performance of their employment duties, including materials created on District Technology, are property of the District. The District retains the right to review, edit and/or delete any material posted on the District's web servers or web pages or on behalf of the District on other web servers or web pages at any time.

No Expectation of Privacy – Users have no expectation of confidentiality or privacy with respect to any communication or access made through District Technology, regardless of whether that use is for District-related or personal purposes, other than as specifically provided by law. The District may, without prior notice or consent, log, supervise, access, view, monitor and record use or access of District Technology (including reviewing files and other materials) at any time for any reason related to the operation of the District and/or for any purpose that furthers the interests of the District. By using or accessing District Technology, users agree to such access, monitoring and/or recording of their use.

Section 6: Internet Safety and Protection

The District installs and operates filtering software on District Technology to limit users' Internet access to obscene, pornographic, harmful to children or otherwise inappropriate material as required by the Children's Internet Protection Act. The District does not and can not guarantee the efficacy of such software. It may block access to legitimate materials, and may fail to successfully block access to all inappropriate material. The District's use of such software does not absolve users of the responsibility not to access inappropriate materials or to otherwise abide by State and federal laws and regulations, the terms of administrative procedures implementing this policy and the terms of any related policies and procedures.

Section 7: Responsibility For Use and/or Misuse

No Warranties – The District is not responsible for any information that may be lost or damaged (including being rendered unavailable) by use or access of District Technology or any material or services accessed and/or transmitted thereby or thereon, including the Internet and e-mail. The District specifically denies any liability or responsibility for transmissions or other communications made by any user of District Technology.

User Responsibility – Each Authorized User must maintain the confidentiality of any username(s) and/or password(s) provided to access District Technology and is responsible for all actions taken under those username(s) and/or password(s). Each Authorized User is responsible for any loss, damage, charges or other fees resulting from use of the District Technology unless those charges are authorized by the Superintendent or designee prior to being incurred.

By using District Technology, all users agree to indemnify the District to the extent allowed by law for any losses, costs, unauthorized charges or damages, including reasonable attorneys fees, incurred by the District relating to or arising out of the violation of this policy or any related procedures, other related policies and procedures or State or federal law.

Section 8: Enforcement

Where the Superintendent or designee determines that an Authorized User has violated this policy or related procedures, any other relevant District policy or procedure, and/or State or federal law, he or she may revoke or suspend the

Authorized User's access rights. All users, whether authorized or unauthorized, may also be subject to criminal liability and/or civil liability to the extent authorized by law, as well as disciplinary action up to and including suspension and dismissal (staff) or expulsion (students).

Section 9: Administrative Procedures

The Superintendent shall establish administrative procedures that implement this policy, and shall take any other action appropriate to implement this policy.

LEGAL REF.: No Child Left Behind Act, 20 U.S.C. §6777.
 Children's Internet Protection Act, 47 U.S.C. §254(h) and (l).
 Enhancing Education Through Technology Act, 20 U.S.C §6751 et seq.
 720 ILCS 135/0.01.
 705 ILCS 405/3-1.

CROSS REF.: 5:100 (Staff Development Program), 5:170 (Copyright), 6:40 (Curriculum Development), 6:210 (Instructional Materials), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:130 (Student Rights and Responsibilities), 7:190 (Student Discipline), 7:310 (Publications)

ADOPTED: June 19, 2008; revised _____