

INSTRUCTION

Computer Systems

A. General

1. This Policy is to outline processes and procedures for the use of the School Division computer systems. This Policy shall apply to all persons including Virginia Beach City Public Schools students, employees and non-employees who use these systems.
2. Computer systems include, but are not limited to, all computers, electronic tablets, electronic readers, servers, network devices, telecommunication devices, multifunction devices, printers, scanners, peripheral equipment, local and wide area networks, Internet access, software, apps, application systems, web resources, data and digital content.

B. Standards

The Department of Technology shall establish the standards and specifications for all computer equipment, software, and computing services. All persons using School Division computer systems shall adhere to these standards and specifications.

C. Maintenance

Maintenance of technology equipment and software requires compliance with the standards and specifications established by the Department of Technology.

D. Property of the School Board

All computer systems are the property of the School Board and shall be reasonably protected against theft, damage, unauthorized access or use, tampering, and environmental hazards. Students and/or their parents/legal guardians will be responsible for the cost of lost or damaged computer systems resulting from the student's failure to properly use or secure the computer system. Use of the computer system by the student will be considered consent by the student and/or parent/legal guardian whether or not a signed acceptable use form is provided to the school.

E. Data Security

Data security and integrity are the responsibility of individuals who have access to the information. The School Division will comply with applicable state and federal law.

F. License Requirements

Computer data, programs, and related information shall be in compliance with the applicable legal, licensing, and regulatory agency requirements. The School Board policies and regulations prohibit unauthorized copying or use of software.

G. Supervisory Responsibility

1. Each department head is responsible for monitoring compliance with acceptable use policies for all assigned personnel.
2. Each principal is responsible for monitoring compliance with acceptable use policies for all assigned personnel and students.
3. Each principal or department head is also responsible for planning employee training on the effective use of computer systems in the performance of work responsibilities.

Editor's Note

See School Board Policy 6-64: Acceptable Use Policy

See School Board Regulation 6-64.1: Acceptable Use of Computer Systems

Legal Reference

Code of Virginia § 2.2-3700, et seq., as amended. Virginia Freedom of Information Act.

Code of Virginia § 2.2-3800, et seq., as amended. Government Data Collection and Dissemination Practices Act.

Family Educational Rights and Privacy Act, 20 U.S.C. §1232g, 34 C.F.R. Part 99, as amended.

Related Links

School Board **Policy 6-64**

School Board **Regulation 6-64.1**

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APPROVED AS TO
LEGAL SUFFICIENCY


