Digital Resources Acceptable Use Policy

Introduction
Tomball Independent School District provides a variety of technology systems and services to students, staff, and visitors for instructional and operational purposes.

Purpose
The purpose of these guidelines is to ensure that technology resources are used in a responsible, ethical, and legal manner and to ensure a safe and secure online environment. These guidelines apply to all users of Tomball ISD's technology resources, including students, staff, and visitors.

Appropriate Use
1. **Educational Purposes**: Technology resources are to be used primarily for educational purposes and to support Tomball ISD's mission and goals.
2. **Respectful Communication**: Users must communicate respectfully and professionally. Harassment, bullying, and inappropriate language are prohibited.
3. **Privacy and Security**: Users must respect the privacy and security of others. Unauthorized access to accounts, files, or systems is prohibited and may be a violation of applicable law.
4. **Account Security:** Staff and students are responsible for the use and protection of any accounts assigned to them including maintaining the security of passwords.

Inappropriate Use
1. **Illegal Activities**: Engaging in illegal activities, including copyright infringement and unauthorized access to systems, is strictly prohibited.
2. **Inappropriate Content**: Accessing, creating, or distributing inappropriate content, including but not limited to, pornography, hate speech, and violent material, is prohibited.
3. **Personal Gain**: Using District technology resources for personal financial gain or commercial purposes is not allowed.
4. **Damaging Technology Resources:** Maliciously or negligently harming or destroying Tomball ISD accounts, equipment, systems, services, and data is prohibited.
5. **Circumventing Security Measures:** Bypassing or disabling content filters, malware protection, or other security measures is prohibited and may be a violation of applicable law.

Monitoring and Restricting Use

Tomball ISD technology resources, including accounts, equipment, systems, and services are not confidential and may be monitored or restricted to ensure appropriate use as well as legal, policy, and cybersecurity compliance. This includes any personal content stored on district technology resources.

Personal Use

Any personal use of Tomball ISD technology resources is unsupported, and no security measures will be modified for personal purposes. Utilizing Tomball ISD technology resources for personal confidential purposes is strongly discouraged.

Filtering Devices and Software

Tomball ISD uses filtering devices and software that block access to visual depictions that are obscene, pornographic, inappropriate for students, or harmful to minors as defined by the federal Children's Internet Protection Act and as determined by the Superintendent or designee. These measures help protect students from exposure to harmful content and ensure that technology resources are used appropriately.

Social Media

Social media platforms including but not limited to Facebook, Instagram, TikTok, and X are restricted for students on the Tomball ISD network in compliance with applicable law.

Decryption of Internet Traffic

Tomball ISD reserves the right to decrypt staff or student internet traffic as necessary to create a safe and secure environment for staff and students. This may include inspecting encrypted communications to ensure compliance with standard cybersecurity practices, District policies & guidelines, and applicable law.

Confidential Information

Confidential information about Tomball ISD staff and students must be protected from unauthorized disclosure and should never be transmitted, redistributed or forwarded to individuals who are not expressly authorized to receive the information. Tomball ISD staff are responsible for following all sections of the Federal Education Rights and Privacy Act and will immediately notify Tomball ISD Technology of any violations of data integrity or confidentiality.

Approval of Technology Resources

Tomball ISD will minimize the collection of student data whenever possible. All applications and services that handle personally identifiable information or require the acceptance of a user agreement or terms of service must obtain approval from Tomball ISD Technology. This approval process ensures compliance with standard cybersecurity practices, District policies and guidelines, and applicable law. Software applications are prohibited from conducting mental health assessments or other non-curriculum-related

assessments aimed at collecting student information without obtaining direct and informed consent from a parent or guardian (or an individual in a parental role).

Covered Applications and Prohibited Technology
Any social media applications and services deemed as a risk to the State of Texas by the Governor are prohibited and listed in CQB-AR Covered Applications and Prohibited Technology.

Artificial Intelligence
Tomball ISD acknowledges artificial intelligence as a developing technology that, when used responsibly and ethically, can improve educational experiences and prepare students for a digital future. Staff and students are responsible for the content outlined in the Tomball ISD Artificial Intelligence Guidelines.

User Responsibilities:
1. Users are responsible for their actions and activities involving District technology resources. They must comply with all applicable laws, policies, and guidelines.
2. Users are responsible for adhering to Tomball ISD's internet monitoring and filtering policies. They must report any issues or concerns related to internet safety and security.

District Responsibilities:
1. Tomball ISD will provide training and resources to help users understand and comply with these guidelines and will also monitor and enforce compliance with these guidelines.

Mandatory Review
Staff and students are required to review guidelines on proper computer, network, and Internet use annually.

Consequences
Violations of these guidelines may result in disciplinary action, including but not limited to, loss of access to technology resources, referral to law enforcement, and termination of employment for staff.

Mandatory Review and Acknowledgment
All users must acknowledge and agree to these guidelines before accessing Tomball ISD's network and internet resources.