



# Lyon County Schools

## Responsible Use Policy (RUP)



District technology use should support Lyon County Schools' vision of creating a caring, safe, and supportive environment where ALL learners flourish.

Students and staff shall use district technology devices, networks, and tools responsibly to access educational materials, collaborate efficiently, communicate respectfully, evaluate data, remove barriers, and enhance teaching and learning.

- I. **Legal and Ethical Compliance** - Users must comply with all applicable federal, state, and local regulations including but not limited to the Children's Internet Protection Act (CIPA), Family Educational Rights and Privacy Act (FERPA), KY Senate Bill 230, 701 KAR 5:120, and KY House Bill 208.
- Failure to comply with laws may result in disciplinary action and/or legal action.
  - Users are responsible for all activities performed under their login. Sharing of account information is strictly prohibited. Never use, alter, or allow others to access an account that is not their own.
  - In compliance with KY House Bill 208, students are prohibited from using personal cell phones or other non-district devices during instructional time, including social media access not approved by a teacher for educational purposes.
  - Do not attempt to vandalize, destroy, bypass, or gain unauthorized access to school equipment, data or applications.
  - Do not create, share, or access inappropriate, harmful or illegal content, including harassment or threats, via district resources.
  - Users are expected to practice good digital citizenship by respecting others online, avoiding cyberbullying, protecting personal information, and crediting sources properly.
  - In the event of a data breach of personally identifiable information, the district will investigate and notify affected parties as required by KRS 365.732.
- II. **Privacy and Monitoring** - Users have no expectation of privacy on district-owned devices or networks. The district may monitor, access, and review all activity, files, and communications at any time to ensure safety and compliance. Users remain subject to this RUP for all activities on district devices, **even when used off-campus**.
- All internet activity is filtered and logged to ensure compliance with Kentucky State Law.
  - Never deliberately modify, share, or destroy another user's data without explicit permission.

**III. Artificial Intelligence (AI)** – Lyon County Schools recognizes that AI is a powerful tool for learning and creativity, however it must be used responsibly.

- AI tools may only be used on assignments when specifically allowed by a teacher.
- AI should be used to assist in the generation of ideas, not as a replacement for your own work. Submitting AI generated content as your own work is a form of plagiarism.
- Do not use AI tools to generate inappropriate, harmful, explicit, violent, discriminatory, or offensive content, including text, images, videos, or other media.
- Never enter personal information (names, addresses, private student information) into an AI tool. AI tools learn from information entered into prompts and such information could become public.
- Do not assume that answers returned by AI tools are accurate. Responses from all AI tools should be fact checked.

**IV. Non-District Device Policy**

- Staff are permitted to join personal devices to the district network. RUP rules apply when doing so.
- Students are strictly prohibited from connecting personal devices to the district network. Students are provided with district-managed devices for educational purposes. This policy ensures that all student device activity is monitored, logged, and managed, while promoting fair and equal opportunities for all students.
- District guests can join the Lyon Guest network for the duration of their visit. A temporary network password will be provided for the guest and is not to be shared with students or other non-approved guests.

**V. Consequences of Violation** – Violating the conditions of the RUP may result in an immediate restriction or revocation of access and additional repercussions including but not limited to:

- Disciplinary action – Detention, ISR, suspension, expulsion, termination of employment
- Loss of school device and/or network privileges
- Criminal or civil liability

**VI. Parent/Guardian and Staff Roles**

- Parents/guardians should review this RUP with their child, monitor the home use of district issued devices, and report any concerns to school administrators.
- Staff should model responsible use of technology, supervise student technology use, and provide guidance on the ethical use of AI in education.