Agua Dulce Independent School District
P. O. Box 250 1 Longhorn Drive
Agua Dulce, Texas 78330

Agua Dulce ISD : Student Acceptable Usage Policy

The Superintendent or designee shall implement, monitor, and evaluate electronic media resources for instructional and administrative purposes and shall develop and implement administrative regulations, guidelines, and user agreements, consistent with the purposes and mission of the District, District policy, and law.

Availability of Access: Access to the District's technology resources, meaning electronic communications and computer systems and equipment, is a privilege, not a right. Access shall be made available to students and employees primarily for instructional and administrative purposes and in accordance with administrative regulations, district policy and law.

RULES FOR APPROPRIATE USE

• If you are assigned an individual account for hardware and Internet access, you are responsible for not sharing the password for that account with others.

• You will be held responsible at all times for the proper use of District technology resources, and the District may suspend or revoke your access if you violate the rules.

• The account is to be used primarily for educational purposes, but some limited personal use is permitted.

• As applicable, you must comply with the District's record management program, the Texas Open Meetings Act, the Public Information Act, the Family Educational Rights and Privacy Act (FERPA), including retention and confidentiality of student and district records, and campaign laws.

• As applicable, you must maintain the confidentiality of health or personnel information concerning District employees and colleagues, unless disclosure serves lawful professional purposes or is required by law.

• Remember that people who receive email from you with a school address might think your message represents the school's point of view.

INAPPROPRIATE USES

1. Using technology resources for any illegal purpose or in violation of district policy.

2. Damaging electronic communication systems or electronic equipment including: a) knowingly or intentionally introducing a virus to a device or network, or not taking proper security steps to prevent a device or network from becoming vulnerable; b) disfiguring or altering equipment, or displaying lack of reasonable care in its use.

3. Disabling or attempting to disable any Internet filtering device. Requests to disable a filtering device should be made to the District's Technology Coordinator.

4. Accessing sites not authorized under the District's filtering policies. Encrypting communications to avoid security review.

5. Using any account or login credentials other than your own.

6. Sharing your account or login credentials with anyone else.

7. Pretending to be someone else when posting, transmitting, or receiving messages.

8. Attempting to read, delete, copy, modify, or interfere with another user's posting, transmittal, or receipt of electronic media.

9. Using resources to engage in conduct that harasses or bullies others.

10. Posting, transmitting, or accessing materials that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal.

11. Using inappropriate language such as swear words, vulgarity, ethnic or racial slurs, and any other offensive language.

12. Posting or transmitting pictures of students without obtaining prior permission from all individuals depicted or from parents of depicted students who are under the age of 18.

13. Violating others' intellectual property rights, including downloading or using copyrighted information without permission from the copyright holder.

14. Use of unlicensed software, or altering district installed software.

15. Wasting school resources through improper use of the District's technology resources, including creating and distributing chain letters, sending spam, or setting up equipment so that it can act as an "open relay" for third-party spammers, or providing products or services for pay, i.e., outside employment.

16. Sending unauthorized broadcasts to official or private distribution lists, regardless of content or recipients.

17. Gaining unauthorized access to restricted information or resources.

18. If you are a student: - Posting or transmitting personal information about yourself or others, such as addresses and phone numbers. - Responding to requests for personally identifying information or contact from unknown individuals. - Making appointments to meet in person people met online. If a request for such a meeting is received, it should be reported to a teacher or administrator immediately.

CONSEQUENCES FOR INAPPROPRIATE USE: Noncompliance with applicable regulations will result in a) suspension of access to District technology resources; b) revocation of account; c) disciplinary action consistent with District policies and regulations. *Violations of law may result in criminal prosecutions as well as disciplinary action by the District.

REPORTING VIOLATIONS: Immediately report any known violation of the district's applicable policies, Internet Safety Plan or acceptable use guidelines to Acceptable Use Violation Hotline at (361) 361-998-2542X7 or, if you are a student, to a supervising teacher. You must report requests for personally identifying information or contact from unknown individuals as well as any content or communication that is abusive, obscene, pornographic, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal.

Monitored Use and Filtering: Electronic mail transmissions and other use of the electronic communications shall not be considered confidential and may be monitored at any time by designated staff to ensure appropriate use for educational or administrative purposes. Each District computer with Internet access shall have a filtering device or software that blocks 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.

Internet Safety: Agua Dulce ISD controls students' access to inappropriate materials, as well as materials that are harmful to minors. ADISD also makes every effort to ensure student safety and security when using District electronic communications including a) preventing unauthorized access, hacking and other unlawful activities, b) restricting

unauthorized disclosure, use, and dissemination of personally identifiable information regarding students, and c) educating students about cyber bullying awareness and response, as well as appropriate online behavior.

Education: Education in the proper use of technology resources will be provided for employees and students with emphasis on safe and ethical use. Education promotes student safety in electronic communications, including the internet, appropriate online behavior, and cyber bullying awareness and response. Users will be provided copies of the District's acceptable use guidelines.

Vandalism Prohibited: Any malicious attempt to harm or destroy District equipment or materials, data of another user of the District's system(s), or any of the agencies or other networks that are connected to the Internet is prohibited. Deliberate attempts to compromise, degrade, or disrupt system performance may be viewed as violations of District policies and administrative regulations and, possibly, as criminal activity under applicable state and federal laws.

Forgery Prohibited: Forgery or attempted forgery of electronic mail messages is prohibited. Attempts to read, delete, copy, or modify the electronic mail of other system users or deliberate interference with the ability of other system users to send/receive electronic mail is prohibited

Warning: System users and parents of students with access to the District's electronic communication system(s) should be aware that use of the system might provide access to other electronic communications systems in the global electronic network that may contain inaccurate or objectionable material.

Disclaimer: The District's system is provided on an "as is, as available" basis. The District does not make any warranties, whether expressed or implied, with respect to any services provided by the system(s) and any information or software contained therein. The District does not warrant that the functions or services performed by, or that the information or software contained on the system will meet the system user's requirements, or that the system will be uninterrupted or error-free, or that defects will be corrected. Opinions, advice, services, and all other information expressed by system users, information providers, service providers, or other third party individuals in the system are those of the providers and not the District. The District will cooperate fully with local, state, or federal

officials in any investigation concerning or relating to misuse of the District's electronic communication system(s).

Disclaimer of Liability: The District shall not be liable for the users' inappropriate use of the District's electronic communication resources or violations of copyright restrictions, users' mistakes or negligence, or costs incurred by users. The District shall not be responsible for ensuring the accuracy or usability of any information found on the Internet. The Superintendent or designee will oversee the District's electronic communication system(s). Oversight of the posting of official district, campus, or division/department materials on the District's electronic communication system(s) will be the responsibility of the superintendent, principal, or division/department supervisor or designee. The District's system(s) will be used only for administrative and instructional purposes consistent with the District's mission and goals.

Copyright: Copyrighted software or data may not be placed on any system connected to the District's system(s) without permission from the holder of the copyright. Only the owner(s) or individuals the owner(s) specifically authorized may upload copyrighted material to the system(s).

Sign on next page

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I understand that my use/my student(s)' use of the District's technology resources is not private and that the District will monitor my/my student(s)' activity. I have read these acceptable use guidelines and agree to abide by the provisions. I hereby release the District, its operators, and any of its affiliated institutions from all claims and damages of any nature arising from my use of or inability to use these resources, including without limitation, the type of damages identified in the District's policies and administrative regulations.

Student's Name _____

Student ID#_____

Student's Signature_____

Date_____

Parents Name_____

Parent's Signature_____