

CHARLES A. BEARD MEMORIAL SCHOOL CORPORATION

Policy on District Provided Access to Electronic Information, Services, and Networks

Freedom of expression is an inalienable human right and the foundation for self-government. Freedom of expression encompasses the right to freedom of speech and the corollary right to receive information. Such rights extend to minors as well as adults. Schools facilitate the exercise of these rights by providing access to information regardless of format or technology. In a free and democratic society, access to information is a fundamental right of citizenship.

In making decisions regarding student and employee access to the Internet, the Charles A Beard Memorial School Corporation considers its own stated educational mission, goals, and objectives. Electronic information research skills are now fundamental to preparation of citizens and future employees. Access to the Internet enables students to explore thousands of libraries, databases, bulletin boards, and other resources while exchanging messages with people around the world. Faculty will educate minors about appropriate online behavior, which includes interaction with other individuals on social networking sites, chat rooms and cyberbullying awareness and response as required by the Protecting Children in the 21st Century Act. The District expects that faculty will blend thoughtful use of the Internet throughout the curriculum and will provide guidance and instruction to students in its use. As much as possible, access from school to Internet resources should be structured in ways which point students to those which have been evaluated prior to use. While students will be able to move beyond those resources to others that have not been previewed by staff, they shall be provided with guidelines and lists of resources particularly suited to learning objectives.

Outside of school, families bear responsibility for the same guidance in Internet use as they exercise with information sources such as television, telephones, radio, movies, and other possibly offensive media.

Students utilizing District-provided Internet access must first have the permission of and must be supervised by the Charles A. Beard Memorial School Corporation's professional staff. Students utilizing school-provided Internet access are responsible for good behavior on-line just as they are in a classroom or other area of the school. The same general rules for behavior and communications apply.

The purpose of district-provided Internet access is to facilitate communications in support of research and education. To remain eligible as user's students' and employees' use must be in support of and consistent with the educational objectives of the Charles A. Beard Memorial School Corporation. Access is a privilege, not a right. Access entails responsibility.

Users should not expect that files stored on school-based computers will always be private. Electronic messages and files stored on school-based computers may be treated like school lockers. Administrators and faculty may preview files and messages to maintain system integrity and insure that users are acting responsibly.

Vandalism will result in cancellation of access privileges and may result in school disciplinary action and/or legal action. Vandalism is defined as any malicious or intentional attempt to harm, destroy, modify, abuse or disrupt operation of any network within the school district, any network connected to the Internet, electronic communications, the data of another user, usage by another user, or software or hardware owned by the district. This includes, but is not limited to, the uploading or creation of computer viruses and the use of encryption software.

Student use shall be filtered to minimize access to inappropriate materials. Student access to inappropriate materials despite the presence of the filter shall be reported immediately to the System Administrator. The filtering software shall not be disabled or circumvented without the written authorization of a System Administrator.

While online, student users should not reveal personal information such as name, age, gender, home address or telephone number, and are encouraged not to respond to unsolicited online contacts and to report to a teacher or supervisor any online contacts which are frightening, threatening, or otherwise inappropriate.

Examples of unacceptable uses include, but are not limited to, the following.

No student shall access, create, transmit, retransmit, or forward material or information:

- that promotes violence or advocates destruction of property including, but not limited to, access to information concerning the manufacturing or purchasing of destructive devices or weapons,
- that is not related to district education objectives,
- that contains pornographic, obscene or other sexually oriented materials,
- that harasses, threatens, demeans, or promotes violence or hatred against another person or group of persons,
- that is intended for personal profit, financial gain, advertising, commercial transaction or political purposes,
- that plagiarizes the work of another,
- that uses inappropriate or profane language likely to be offensive to others in the school community,
- that is knowingly false or could be construed as intending to purposely damage another person's reputation,
- that is in violation of state or federal law,
- that contains personal information about themselves or others,
- that impersonates another,
- that accesses any fee services without specific permission from a school administrator.

In addition, students shall not:

- use another's password or other identifier,
- gain, or attempt to gain, unauthorized access to district computers or computer systems,
- read, alter, delete, or copy, or attempt to do so, electronic communications or documents of other system users,
- load, download, or attempt to load or download, onto school owned equipment any software, music file, or video file that is not licensed to the school unless it has been approved by a system administrator.

Any violation of District policy and rules may result in loss of District-provided access to the Internet. Additional disciplinary action may be determined at the building level in keeping with existing procedures and practices regarding inappropriate language or behavior. When and where applicable, law enforcement agencies may be involved.

The Charles A. Beard Memorial School Corporation makes no warranties of any kind, neither expressed nor implied, for the Internet access it is providing. The District will not be responsible for any damages users suffer, including—but not limited to—losses of data resulting from delays or interruptions in service. The District will not be responsible for the accuracy, nature, or quality of information stored on District diskettes, hard drives, or servers; not for the accuracy, nature, or quality of information gathered through District-provided Internet access. The District will not be responsible for personal property used to access District computers or networks or for District-provided Internet access. The District will not be responsible for unauthorized financial obligations resulting from District-provided access to the Internet.

Parents of students in the Charles A. Beard Memorial School Corporation shall be provided with the following information:

The Charles A. Beard Memorial School Corporation is pleased to offer its student's access to the Internet. The Internet is an electronic highway connecting hundreds of thousands of computers and millions of individual users all over the world. This computer technology will help our schools through the communication age by allowing students and staff to access and use resources from distant computers, communicate and collaborate with other individuals and groups around the world, and significantly expand their available information base. The Internet is a tool for life-long learning.

Families should be aware that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. In addition, it is possible to purchase certain goods and services via the Internet which could result in unwanted financial obligations for which a students' parent or guardian would be liable.

While the district's intent is to make Internet access available in order to further educational goals and objectives, students may find ways to access other materials as will. Even should the District institute technical methods or systems to regulate students' Internet access, those methods could not guarantee compliance with the District's acceptable use policy. That notwithstanding, the District believes that benefits to students of access to the Internet exceed any disadvantages. Ultimately, however, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources.

Toward that end, the Charles A. Beard Memorial School Corporation makes the District's complete Internet policy and procedures available on request for review by all parents, guardians, and other members of the community; and provides parents and guardians the option of requesting for their minor children alternative activities not requiring Internet use.

NOTICE: This policy and all its provisions are subordinate to local, state, and federal statutes.

Revised 6/21/2012