



Acceptable Use Policy

Aligned with the Children's Internet Protection Act (CIPA) of 2000

The Dumas ISD is now making Internet access available to the staff and students in the district. We are very pleased to bring this access to Dumas ISD and believe the Internet offers a multitude of valuable resources.

The Internet is an electronic highway connecting thousands of computers all over the world to millions of individual subscribers who have access to electronic mail communication with one another, information and news from research institutions, colleges and libraries as well as discussion groups on a wide variety of topics.

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school environment. Although Dumas ISD will try to curtail this information, it is almost impossible to control all materials. *Therefore, in order to protect the users, both adults and children, from obscene, pornographic, harmful, and inappropriate materials the district has an Internet filter in place, emphasizes to all users the appropriate use of the Internet, electronic mail, and other network usage, and has teachers and other staff members monitor student Internet use.* Ultimately, the responsibility rests with the user who must adhere to strict guidelines. These guidelines are provided so users are aware of the responsibilities they are about to acquire. In general, this requires efficient, ethical, and legal utilization of the network resources. If a user violates any of these provisions, his or her account could be terminated and future access denied. The signature(s) at the end of this document is (are) legally binding and indicates the party (parties) who signed has (have) read the terms and conditions carefully and understand(s) their significance.

Network Administration

District Level

The superintendent or designee will oversee the District's electronic communications system.

The District's system will be used only for administrative and educational purposes consistent with the District's mission and goals. Commercial use by individuals of the District's system is strictly prohibited.

The District will provide training to employees in proper use of the system and will provide all users with copies of acceptable use guidelines. All training in the use of the District's system will emphasize the ethical use of this resource.

As the district-level coordinator for the electronics communications system, the superintendent or designee will:

1. Be authorized to monitor or examine all system activities, including electronic mail transmissions, as deemed appropriate to ensure proper use of the system.
2. Be authorized to establish a retention schedule for messages on any electronic bulletin board and to remove messages posted locally that are deemed to be inappropriate.
3. Set limits for disk utilization on the system, as needed.
4. Deny, revoke, or suspend specific user accounts, with or without cause or notice, for lack of use, violation of network regulations or as a result of other disciplinary actions against the user.

Campus Level

As the campus-level coordinator for the electronic communications system, the principal or designee will:

1. Be responsible for disseminating and enforcing applicable District policies and acceptable use guidelines for the District's system at the campus level.
2. Ensure that all users of the District's system complete and sign an agreement to abide by District policies and administrative regulations regarding such use. All such agreements will be maintained on file in the principal's office.
3. Ensure that employees supervising students who use the District's system provide training emphasizing the appropriate use of this resource.

System Access

Access to the District's electronic communications system will be governed as follows:

1. Upon agreeing to the District's Acceptable Use Policy and approval of the Superintendent or designee, a student or employee account will be setup and access to the network granted. Employees will receive system and electronic mail accounts. Students will receive a system account.
2. A teacher may apply for a class electronic mail account and, in doing so, will be ultimately responsible for use of the account. Teachers with accounts will be required to maintain password confidentiality by not sharing the password with students or others.
3. Students completing required course work on the system will have first priority for use of District equipment after school hours.
4. Any system user identified as a security risk or having violated District and/or campus computer use guidelines may be denied access to the District's system.
5. Termination of a user's access will be effective on the date the principal or District coordinator receives notice of student withdrawal, revocation of system privileges or on a future date if so specified in the notice.

User Responsibilities

The following standards will apply to all users of the District's electronic information/communications systems:

1. Be polite.
2. *Revealing personal information, including names, addresses or phone numbers of the user or others is prohibited.*
3. *Use appropriate language. Swearing, vulgarity, ethnic or racial slurs and any other inflammatory language is prohibited.*
4. *Users shall not deliberately use the computer to annoy or harass others with language, images or threats.*
5. *Users shall not deliberately access or create any obscene or objectionable information, language or images.*
6. Pretending to be someone else when sending/receiving messages is inappropriate.
7. *Transmitting obscene messages or pictures is prohibited.*
8. The individual in whose name a system account is issued will be responsible at all times for its proper use.
9. *Users shall not let other persons use their name, login, password or files for any reason (except for authorized staff members).*
10. *Users shall not use or try to discover another user's password.*
11. *System users may not use another person's system account without written permission from the District coordinator.*
12. *The system may not be used for illegal purposes, in support of illegal activities or for any other activity prohibited by District policy.*
13. Use for commercial, income-generating or "for-profit" activities, product advertisement or political lobbying is prohibited by users. Sending unsolicited junk mail or chain letters is prohibited.

14. Users shall not use DISD computers or networks for any non-instructional or non-administrative purposes (e.g. games or activities for personal profit).
15. System users must purge electronic mail in accordance with established retention guidelines.
16. Forgery or attempted forgery of electronic mail messages is prohibited. Attempts to read, delete, copy or modify the electronic mail of other system users while attempting to send/receive electronic mail is prohibited.
17. System users may not install any program or software without the written permission of one of the following; Superintendent, District-level coordinator or software committee.
18. Users shall not erase, rename or make unusable anyone else's computer files, programs or disks.
19. Users shall not use a computer or network for unlawful purposes, such as the illegal copying or installation of software.
20. Users shall not copy, change or transfer any software or documentation provided by Dumas ISD, teachers or another student without permission from the site administrator.
21. *Users shall not write, produce, generate, copy, propagate or attempt to introduce any computer code designed to self-replicate, damage or otherwise hinder the performance of any computer's memory, file system or software.*
22. Users shall not intentionally damage the system, damage information belonging to others, misuse system resources or allow others to misuse system resources. (Includes: all technology tools)
23. Using the network in such a way that would disrupt the use of the network by other users is prohibited.
24. Users shall not tamper with computers, networks, printers or other associated equipment except as directed by the teacher or other technology personnel. (Includes: changing settings on these devices.)
25. Users shall not take home technology equipment (hardware or software) without written permission of the supervisor.

Termination/Revocation of System User Account

The District may suspend or revoke a system user's access to the District's system upon violation of District policy and/or administrative regulations regarding acceptable use.

A student knowingly bringing prohibited materials into the school's electronic environment will be subject to a suspension and/or a revocation of privileges on the District's system and will be subject to disciplinary action in accordance with the Student Code of Conduct.

An employee knowingly bringing prohibited materials into the school's electronic environment will be subject to disciplinary action in accordance with District policies.

Disclaimer

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

The District's system is provided on an "as is, as available" basis. The District does not make any warranties, whether expressed or implied, including without limitation those of merchantability and fitness for a particular purpose with respect to any services provided by the system and any information or software contained therein. The District does not warrant that the functions or services performed by or that 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 communications system.



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THE PARENT/STUDENT AGREEMENT

Student's Name: _____ Grade: _____

Addition to Student Code of Conduct

In order to make sure that all members of the DISD community understand and agree to these rules of conduct, DISD asks that the parent/guardian and student sign the following agreements:

Parent/Guardian Agreement

I agree not to hold Dumas Independent School District, nor any of its employees, nor any of the institutions or networks providing access to networks responsible for the performance of the system or the content of any material accessed through it.

As the parent or guardian of this student, I have read the Terms and Conditions for Dumas Independent School District facilities use and Internet access. I understand that this free access is designed for educational purposes. However, I also recognize that it is impossible to restrict access to all controversial materials, and I will not hold Dumas Independent School District responsible for materials acquired or sent via the network.

Parent/Guardian Signature & Date

Student Agreement

I understand and will abide by the district guidelines and conditions for the use of the facilities of Dumas ISD and access to the Internet. I further understand that any violation of the district guidelines is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked. School disciplinary action and/or appropriate legal action may be taken.

I agree not to hold Dumas Independent School District, nor any of its employees, nor any of the institutions or networks providing access to networks responsible for the performance of the system or the content of any material accessed through it.

Student Signature & Date

This agreement will be retained on file by authorized faculty designee for duration of applicable computer/network/Internet use.



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EMPLOYEE AGREEMENT

I have read the District's Acceptable Use Policy and will abide by the policy. I further understand that any violation of the district guidelines is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked. School disciplinary action and/or appropriate legal action may be taken.

In consideration for the privilege of using the District's electronic communications system, and in consideration for having access to the public networks, I hereby release the District, its operators, and any institutions with which they are affiliated from any and all claims and damages of any nature arising from use of, or inability to use, the system, including, without limitation, the type of damage identified in the District's policy.

Name: _____

Signature: _____

Date: _____