DASD Policy on District-Provided Access to Electronic Information, Services, and Networks for Students

Administrative Regulation 4.3(11)

The District understands the importance of teachers, students and parents engaging, collaborating, learning, and sharing in digital environments. The District is committed to developing and providing technology resources that promote learning for students and staff and to facilitating resource sharing, content creation, collaboration, innovation and communication.

Technology use, whether the technology is owned by the District or the user, entails personal responsibility.

This Acceptable Use Policy has two sections: Guiding Principles and Rules. For the purposes of these rules and guidelines, electronic information, network resources, and communication services include, but are not limited to: network services (both wired and wireless), hardware, mobile devices, software, social media tools, learning management systems, Web 2.0 tools, telecommunications services, email services, and audio/video equipment.

Guiding Principles:

1. **Communicating:** You are personally responsible for work you publish online, including social media sites. Your online behavior should reflect the same standards of honesty, respect, and consideration that are expected in face-to-face communication.
2. **Representing Yourself:** When selecting images, signatures, and other similar elements for social media and communication, consider your audience, purpose and copyright.
3. **Privacy:** Network activity is monitored, logged, and reported regularly as part of Learning Information Systems operations. Use of the district's networks (wired or wireless) and communication resources should not be considered private.
4. **Your Devices:** You may use personal devices at school, but it's up to the teacher and administrators when, where and how that might be. Appropriate use rules and disciplinary policies apply even when you are using your own device.
5. **Face-to-face versus Online:** What you do online should not be different than the way you would behave face-to-face. Many of the handbook rules that apply to face-to-face interactions also apply online. Treat others with respect.
6. **Personal Responsibility:** When you bring a personal device to school, you are responsible for keeping it safe throughout the day. If your device won't be with you, plan for where you can keep it secure.
7. **Ethical Use:** Being a positive digital citizen includes online behavior, but also includes following copyright laws.

Rules:

1. **Security:** When you use the District's computers, networks (wired or wireless), and resources, you're sharing with others. Your use shouldn't interrupt the work of others. Do not intentionally seek to modify files, passwords, information, hardware or resources belonging to other network users without permission.
2. **Account security:** You are responsible for keeping passwords secure, whether it's for the network, mail, or other resources. Passwords should not be shared with other students. Don't let others use your login. If you leave your computer or other device, be sure that it is locked.
3. **Harassment:** Use of the District's electronic information, network resources & communications services to transmit information that is discriminatory, harassing or offensive to others, or material that defames an individual, company or business, or discloses personal information without authorization is not allowed.
4. **Unlawful Use:** Use of the District's Electronic Information, Network Resources & Communications Services and Social Media in violation of any local, state or federal law is prohibited.

Responsibility/Consequences

You're responsible for your actions. If you violate these rules, your account(s) may be terminated and future access could be limited or denied.

Additional consequences may apply according to student discipline policies.

Disclaimer

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