

ELECTRONIC COMMUNICATION AND DATA MANAGEMENT

	<p>The Superintendent or designee shall implement, monitor, and evaluate electronic media resources for instructional and administrative purposes.</p>
AVAILABILITY OF ACCESS	<p>Access to the District's electronic communications and data storage systems, including but not limited to the Internet, electronic mail, file servers, and applications servers shall be made available to students and employees primarily for instructional and administrative purposes and in accordance with administrative regulations.</p>
LIMITED PERSONAL USE	<p>Limited personal use of the system shall be permitted if the use:</p> <ol style="list-style-type: none">1. Imposes no tangible cost on the District;2. Does not unduly burden or cause harm to the District's computer or network resources;3. Has no adverse effect on an employee's job performance or on a student's academic performance; and4. Is not for personal gain.
USE BY THE MEMBERS OF THE PUBLIC	<p>Access to the District's electronic communications and data storage systems, including but not limited to the Internet, electronic mail, file servers, and applications servers may be made available to members of the public in accordance with administrative regulations. Such use may be permitted if the use:</p> <ol style="list-style-type: none">1. Imposes no measurable cost on the District; and2. Does not unduly burden or cause harm to the District's computer or network resources. <p>Members of the public who are granted access shall be required to comply with all District rules, regulations, and policies governing appropriate use of the system.</p>
ACCEPTABLE USE	<p>The Superintendent or designee shall develop and implement administrative regulations, guidelines, and user agreements, consistent with the purposes and mission of the District and with law and policy governing copyright. [See EFE]</p> <p>Access to the District's electronic communications and data storage systems is a privilege, not a right. All users shall be required to acknowledge receipt and understanding of administrative regulations governing use of the system and shall agree in writing to allow monitoring of their use and compliance with such regulations and guidelines. Noncompliance may result in suspension of access or termination of privileges and other disciplinary action consistent with District policies. [See DH, FN series, FO series, and the Student Code of Conduct]</p>

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	<p>Violations of law may result in criminal prosecution as well as disciplinary action by the District.</p>
INTERNET SAFETY	<p>The Superintendent or designee shall develop and implement an Internet safety plan to:</p> <ol style="list-style-type: none">1. Control students' access to inappropriate materials, as well as to materials that are harmful to minors;2. Ensure student safety and security when using electronic communications;3. Prevent unauthorized access into District as well as outside entity systems, including hacking and other unlawful activities; and4. Restrict unauthorized disclosure, use, and dissemination of personally identifiable information regarding students.
FILTERING	<p>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.</p> <p>The Superintendent or designee shall enforce the use of such filtering devices. Upon approval from the Superintendent or designee, an administrator, supervisor, or other authorized person may disable the filtering device for bona fide research or other lawful purpose.</p>
MONITORED USE	<p>Electronic mail transmissions and other use of the electronic communications system by students and employees are not private and may be monitored at any time by designated District staff to ensure appropriate use.</p>
INTELLECTUAL PROPERTY RIGHTS	<p>Students shall retain all rights to work they create using the District's electronic communications system.</p> <p>As agents of the District, employees shall have limited rights to work they create using the District's electronic communications system. The District shall retain the right to use any product created during the scope of a person's employment even when the author is no longer an employee of the District.</p>
DISCLAIMER OF LIABILITY	<p>The District shall not be liable for users' inappropriate use of electronic communication resources, violations of copyright restrictions or other laws, users' mistakes or negligence, or costs incurred by users. The District shall not be responsible for ensuring the accuracy, age appropriateness, or usability of any information found on the Internet.</p>