

## **3340 ACCEPTABLE INTERNET USE**

It is the objective of the Edenton-Chowan Board of Education to make appropriate electronic information resources available to students and staff to assist in furthering educational goals and to provide for efficient school-related communication. This policy will govern the use of Edenton-Chowan Schools electronic information resources and defines proper conduct and responsibilities while using any school district electronic information resources. Electronic information resources are defined as all computer equipment, including any desktop or laptop computers, tablets, e-readers and similar devices, or other hardware, that is owned or leased by the school system; district-issued e-mail accounts; the Edenton-Chowan Schools computer network; any computer software licensed to the Edenton-Chowan Schools; and stored data. Compliance with this Acceptable Use policy is required of all students, staff, contractors and volunteers.

The Edenton-Chowan Schools provides Internet access to students as an educational resource. Families are warned that some sites or pages accessible via the Internet contain material that is offensive, illegal, sexually explicit or discriminatory. In accordance with federal law, the school system uses appropriate measures, including the use of advanced software for Internet content filtering, and has procedures in place where necessary to further block accessibility according to guidelines within the Children's Internet Protection Act (CIPA). Although it is the intent of the board that school system electronic information resources be used only to pursue educational goals and objectives, filters may not block all offensive material and/or students may find ways to access inappropriate materials.

The board believes that the benefits to students from access to the Internet, in the form of information resources and opportunities for communication and collaboration, exceed any disadvantages; but ultimately, parents and legal guardians of minors are responsible for setting and conveying the behaviors that their child should follow when using media and information resources. To that end, the board supports and respects each family's right to decide whether or not to permit their child to access the Internet at school. Parent permission forms will be distributed by each school. Internet access is considered a privilege and may be revoked at any time by school administration.

School administrators and staff are responsible for enforcing this policy for all students in the school which they supervise. District level technology services personnel are responsible for the use, implementation, and monitoring of Internet content filtering software.

Administrators and staff will supervise student use of electronic information resources in a manner that is appropriate to the students' age and the circumstances of use.

### Appropriate Use

All students are expected to exercise good judgment, use electronic resources in an appropriate manner and adhere to this policy and all applicable laws and regulations. Individual users of the Internet are expected to abide by the generally accepted rules of network etiquette.

Student use of electronic information resources is expected to be related to educational goals and objectives. The board recognizes, however, that some personal use is inevitable. Incidental and occasional personal use that is infrequent or brief in duration is permitted so long as it occurs on personal time, does not interfere with any school function or activity, and is not otherwise prohibited by board policy or procedures.

The Superintendent will ensure that each school provides instruction to students regarding appropriate online behavior, including safe use of social networking and chat websites, and cyberbullying awareness and response in accordance with the Children's Internet Protection Act (CIPA).

### Software

Software is licensed to the Edenton-Chowan Schools by a large number of vendors and may have specific license restrictions regarding copying or using a particular program. Users must obtain permission from the Director of Technology or designee prior to copying or loading school system software onto any computer, whether the computer is privately owned or is a Edenton-Chowan Schools computer.

The use of non-Edenton-Chowan Schools software on any school system computers (including laptops, desktops, and the network) is discouraged. Prior to loading any software, a user must receive express permission from the Director of Technology or designee. The use of such software will be subject to any restrictions imposed by the Director of Technology or designee. All software must be legally licensed by the user or the Edenton-Chowan Schools prior to loading onto school system equipment. The unauthorized use of and/or copying of software is illegal.

The school system network may not be used for downloading entertainment software or other files not related to the mission and objectives of the board. This prohibition pertains to freeware, shareware, copyrighted commercial and non-commercial software, and all other forms of software and files not directly related to the instructional and administrative purposes of the school system.

### Prohibited Uses

1. Commercial Use: Using school system computers for personal or private gain, personal business, or commercial advantage is prohibited.
2. Political Use: Using school system computers to advocate, directly or indirectly, for or against legislation, a ballot proposition and/or the election of any person to any office is prohibited.
3. Illegal or Inappropriate Use: Using school system computers for illegal, harassing,

vandalizing, or inappropriate purposes, or in support of such activities, is prohibited.

Illegal activities are any violations of federal, state, or local laws and include, but are not limited to, copyright infringement and/or illegal file sharing; committing fraud; threatening another person; or intentionally engaging in communications for the purpose of abusing, annoying, threatening, terrifying, bullying, or harassing another person.

Harassment includes, but is not limited to, slurs, comments, jokes, innuendoes, unwelcome compliments, cartoons, visual depictions, pranks, or verbal conduct relating to an individual that (1) have the purpose or effect of creating an intimidating, hostile or offensive environment; (2) have the purpose or effect of unreasonably interfering with an individual's work or school performance, or (3) interfere with school operations.

Vandalism is any attempt to harm or destroy the operating system, hardware, application software, or data.

Inappropriate use is any violation of other provisions of this policy and includes, but is not limited to, using another person's ID or password; disclosing, using, or disseminating another person's confidential or personal identification information without authorization; plagiarizing; accessing, producing, storing, posting, sending, displaying, or viewing inappropriate or offensive material, including pornographic, obscene, discriminatory, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually suggestive language or images, or images of exposed private body parts; and accessing material advocating illegal acts or violence, including hate literature.

4. Unauthorized Use: School system computers may only be used by staff and students, and others expressly authorized by the Director of Technology or designee to use the equipment.
5. Disruptive Use: School system computers may not be used to interfere with or disrupt other users, services, or equipment. Disruptions include, but are not limited to, distribution of unsolicited advertising ("spam"), propagation of computer viruses, access to unfiltered Internet through proxy anonymizers, distribution of large quantities of information that may overwhelm the system (chain letters, network games, or broadcasting messages), and any unauthorized access to or destruction of school system computers or other resources accessible through the network ("cracking" or "hacking").

Disruptive use may also be considered inappropriate and/or illegal.

The following are considered disruptions and are also prohibited: attempting to gain unauthorized access to the Edenton-Chowan Schools network; posting information that could be disruptive, cause damage, or endanger students or staff; and accessing chat-rooms, instant messaging software, or social networking sites unless for an approved, valid

educational purpose.

This policy is applicable to all users of Edenton-Chowan Schools computers and refers to all electronic information resources whether individually controlled, shared, stand alone, or networked. Disciplinary action, if any, for students and other users shall be consistent with board policies and practices, including the Code of Student Conduct. Violations may constitute cause for revocation of access privileges, suspension of access to school system computers, other disciplinary action, and/or appropriate legal action. Specific disciplinary measures will be determined on a case-by-case basis.

Edenton-Chowan Schools electronic information resources, the Internet, and use of e-mail are not inherently secure or private. Students and staff shall have no expectation of privacy while using school system electronic information resources. The board reserves the right to search data or e-mail stored on all school-owned or -leased computers or other electronic information resources at any time for any reason. The board reserves the right to monitor use of school system electronic information resources and to take appropriate disciplinary action based on the any user's inappropriate or illegal use or use that is in violation of this policy. The board reserves the right to disclose any electronic message or data to law enforcement officials, and under some circumstances, may be required to disclose information to law enforcement officials or other third parties, for example, in response to a subpoena or court order.

Security on any computer system is a high priority, especially when the system involves many users. Users are responsible for reporting information security violations to appropriate personnel. Users should not demonstrate the suspected security violation to other users. Unauthorized attempts to log onto any school system computer or the school system network as a system administrator may result in cancellation of user privileges and/or additional disciplinary action. Any user identified as a security risk or having a history of problems with other computer systems may be denied access.

Users of school system computers are expected to respect school system property and be responsible in using the equipment. Users are to follow all instructions regarding maintenance or care of the equipment. Users may be held responsible for any damage caused by intentional or negligent acts in caring for computers while under their control.

The Edenton-Chowan Schools makes no warranties of any kind, whether express or implied, for the electronic information resources it is providing. The board will not be responsible for any damages suffered by users, including loss of data resulting from delays, non-delivery, service interruptions, or any other cause. The board will not be responsible for any claims, losses, damages, costs, or other obligations arising from the unauthorized use of school system electronic information resources. Use of any information obtained via the Internet is at the user's risk. The board specifically denies any responsibility for the accuracy or quality of information obtained through its service. Users are responsible for any losses sustained by the Edenton-

Chowan Schools resulting from the user's intentional misuse of the school system's electronic information resources.

LEGAL REF: ~~15 U.S.C. §6501 et seq.; 16 C.F.R. Part 312; 47 U.S.C. § 254; 18 U.S.C. § 2510 et seq.; 20 U.S.C. § 1681 et seq.; 20 U.S.C. § 6777; 42 U.S.C. 2000e et seq.; 20 U.S.C. § 1232g; G.S. 14-196.3; G.S. 14-458; G.S. 15A-286 to 287; G.S. 115C-47(33); G.S. 115C-391; G.S. 115C-398; G.S. 115C-401.1; G.S. 115C-402; G.S. 115C-407.15; G.S. 115C-523~~

U.S. Const. amend. I; Children's Internet Protection Act, 47 U.S.C. 254(h)(5); Electronic Communications Privacy Act, 18 U.S.C. 2510-2522; Family Educational Rights and Privacy Act, 20 U.S.C. 1232g; 17 U.S.C. 101 et seq.; 20 U.S.C. 7131; G.S. 115C-325(e) (applicable to career status teachers), -325.4 (applicable to non-career status teachers)

ADOPTED: August 2, 2004