

Phoenix-Talent School District Technology Department Guidelines

A. Educational Purpose

1. The Network has been established for a limited educational purpose. The term "educational purpose" includes classroom activities, career development, and limited high-quality personal research.
2. The Network has not been established as a public access service or a public forum. The Phoenix-Talent School District has the right to place reasonable restrictions on the material you access or post through the system. You are also expected to follow the rules set forth in the district's student conduct regulations and the law in your use of the Network.
3. You may not use the Network for commercial purposes. This means you may not offer, provide, or purchase products or services through the Network.
4. You may not use the Network for political lobbying. But you may use the system to communicate with elected representatives and to express your opinion on political issues.

B. Student Internet Access

1. Elementary students will have access only under their teacher's direct supervision using a classroom account. Elementary students may be provided with individual e-mail accounts under special circumstances, at the request of their teacher and with the approval of their parent.
2. Secondary students may obtain an individual account with the approval of their parent and the school.
3. You and your parent must sign an Account Agreement to be granted an individual account on the Network. This Agreement must be renewed on an annual basis. Your parent can withdraw approval at any time.

C. Unacceptable Uses

1. Personal Safety
 - a) You will not post personal contact information about yourself or other people. Personal contact information includes your address, telephone, school address, work address, etc.
 - b) You will not agree to meet with someone you have met on line without your parents' approval. Your parent should accompany you to this meeting.
 - c) You will promptly disclose to your teacher or other school employee any message you receive that is inappropriate or makes you feel uncomfortable.
 - d) You will not attempt to bypass or circumvent school district web filter system by using VPN software on district or personal devices.

2. Illegal Activities

- a) You will not attempt to gain unauthorized access to the Network or to any other computer system through the Network or go beyond your authorized access. This includes attempting to log in through another person's account or access another person's files. These actions are illegal, even if only for the purposes of "browsing."
- b) You will not make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses or by any other means. These actions are illegal.
- c) You will not use the Network to engage in any other illegal act, such as arranging for a drug sale or the purchase of alcohol, engaging in criminal gang activity, threatening the safety of person, etc.

3. System Security

- a) You are responsible for your individual account and should take all reasonable precautions to prevent others from being able to use your account. Under no conditions should you provide your password to another person.
- b) You will immediately notify a teacher or the system administrator if you have identified a possible security problem. Do not go looking for security problems, because this will be construed as an illegal attempt to gain access.
- c) You will avoid the inadvertent spread of computer viruses by following the standard virus protection procedures and by not downloading any software.

4. Inappropriate Language

- a) Restrictions against Inappropriate Language apply to public messages, private messages, and material posted on Web pages.
- b) You will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.
- c) You will not post information that could cause damage or a danger of disruption.
- d) You will not engage in personal attacks, including prejudicial or discriminatory attacks.
- e) You will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If you are told by a person to stop sending them messages, you must stop.
- f) You will not knowingly or recklessly post false or defamatory information about a person or organization.

5. Respect for Privacy

- a) You will not repost a message that was sent to you privately without permission of the person who sent you the message.
- b) You will not post private information about another person.
- c) Respecting Resource Limits
- d) You will use the system only for educational and career development activities and limited, high-quality, personal research.
- e) You will not download large files unless absolutely necessary. If necessary, you will download the file at a time when the system is not being heavily used and immediately remove the file from the system computer to your personal computer.

6. Respecting Resource Limits

- a) You will use the system only for educational and career development activities and limited, high-quality, personal research.
- b) You will not download large files unless absolutely necessary. If necessary, you will download the file at a time when the system is not being heavily used and immediately remove the file from the system computer to your personal computer.

7. Plagiarism and Copyright Infringement

- a) Students will not plagiarize works that you find on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were yours.
- b) Students will respect the rights of copyright owners. Copyright infringement occurs when the student inappropriately reproduce a work that is protected by a copyright. If a work contains language that specifies appropriate use of that work, the student should follow the expressed requirements. If a student is unsure whether or not you can use a work, the student should request permission from the copyright owner. Copyright law can be very confusing. Questions? Ask a teacher.

8. Inappropriate Access to Material

- a) Students will not use the Network to access, or attempt to access, material that is profane or obscene (pornography), that advocates illegal or dangerous acts, or that advocates violence or discrimination towards other people (hate literature). A special exception may be made if the purpose of your access is to conduct research and both your teacher and parent have approved. Any attempt to bypass or provide access bypassing the Districts' Internet filter will be considered a violation of the Acceptable Use Agreement.
- b) If a student mistakenly access inappropriate information, the student should immediately tell his/her teacher or another District employee. This will protect the student against a claim that the student has intentionally violated this Policy.

D. Your Rights

1. Free Speech

- a) A student's right to free speech, as set forth in the district student conduct regulations, applies also to the student's communication on the Internet. The Network is considered a limited forum, similar to the school newspaper, and therefore the District may restrict a student's speech for valid educational reasons. The District will not restrict a student's speech on the basis of a disagreement with the opinions he/she is expressing.

2. Search and Seizure.

- a) A student should expect only limited privacy in the contents of your personal files on the District system and records of your on line activity. The situation is similar to the rights a student has in the privacy of his/her locker.
- b) Routine maintenance and monitoring of the Network may lead to discovery that the student has violated this Policy, the district student conduct regulations or the law.
- c) An individual search will be conducted if there is reasonable suspicion that a student has violated this Policy, the district student conduct regulations or the law. The investigation will be reasonable and related to the suspected violation.
- d) A student's parents have the right at any time to request to see the contents of the student's e-mail files.

3. Due Process

- a) The District will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through the Network.
- b) In the event there is a claim that you have violated this Policy or the district student conduct regulations in your use of the Network, you will be provided with notice and opportunity to be heard in the manner set forth in the district student conduct regulations.
- c) If the violation also involves a violation of other provisions of the district student conduct regulations it will be handled in a manner described in the district student conduct regulations. Additional restrictions may be placed on your use of your Internet account.

E. Limitation of Liability

1. The District makes no guarantee that the functions or the services provided by or through the District system will be error-free or without defect. The District will not be responsible for any damage you may suffer, including but not limited to, loss of data or interruptions of service. The District is not responsible for the accuracy or quality of the information obtained through or stored on the system. The District will not be responsible for financial obligations arising through the unauthorized use of the system. PHS parents can be held financially responsible for any harm to the system as a result of intentional misuse.