



# Lac qui Parle Valley School District #2853

## Internet Acceptable Use Agreement

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Please read this document carefully before signing. 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.

### **INTRODUCTION**

The Internet offers a wealth of information resources for employees and students of Lac qui Parle Valley Public Schools. Like any tool, the Internet may be misused. Although there are many valuable resources on the Internet that can improve the services and productivity of the Lac qui Parle Valley Public Schools, there are many forms of inappropriate material that are unrelated to the educational purpose of the Lac qui Parle Public School's Internet access and computer use is the responsibility of the individual user. Misuse of the Internet, computer or equipment may lead to revocation of the employee, student or agent's Internet access and possible discipline, including suspension, expulsion, loss of credit, grade or discharge and/or criminal prosecution.

### **SCOPE**

This policy shall apply to all users of the Lac qui Parle Valley Public School's Internet access, computers and equipment, including but not limited to students, faculty, administrators, support staff, agents and board members. This policy shall apply to the use of the Lac qui Parle Valley Public School's Internet access provided by any means.

### **SYSTEMS/PROPERTY RIGHTS**

The information, communication, processing, and storage resources provided by the Lac qui Parle Valley Public Schools are the sole property of the school district. Files, data, and other communication created, originating from, or stored on the school district's hardware, software, computer disks or other electronic systems are also the property of the Lac qui Parle Valley Public Schools and are considered the school district's property and the purpose of this policy. The school district's ownership and control over its systems shall apply regardless of how and where a user accesses the school district's systems.

### **PRIVACY**

The Lac qui Parle Valley Public Schools can and will inspect information and files stored, processed, or communicated by or through its information systems without further notice to users. Users of the Lac qui Parle Valley Public School's computers, equipment and Internet access through the school district shall have no expectation of privacy related to such use.

### **INTERNET SAFETY**

Lac qui Parle Valley School District reserves the right to limit access to potentially inappropriate sites and materials on the internet or software. In accordance with Minnesota State Statutes and Federal Act, this will include the use of a technology protection measure (filtering system) that will be updated in an ongoing attempt to prevent intentional or unintentional access to anything inappropriate as described in the "Unacceptable Use" section of this document. This safety policy also includes the authority for school district staff to monitor on-line activities of minors.

## **UNACCEPTABLE USE**

All Lac qui Parle Valley Public School systems, equipment and Internet access must be used for business-related and/or educational purposes. Users shall not use the Lac qui Parle Valley Public Schools computers, equipment, internal or external E-mail or Internet access for any of the following purposes:

1. To access, upload, download, transmit, receive or distribute pornographic, obscene, abusive, or sexually explicit materials containing unclothed or partially clothed people.
2. To transmit or receive obscene, abusive or sexually explicit language or profanity.
3. To violate any local, state or federal law or engage in any type of illegal activities.
4. To vandalize, damage or disable the property of another person or organization.
5. To access the materials, information or files of another person or organization without permission.
6. To violate any applicable state, federal and international copyright, trademark or intellectual property laws and regulations or otherwise use another person or organization's property without prior approval or proper attribution consistent with copyright laws, including unauthorized downloading or exchanging of pirated or otherwise unlawful software or copying software to or from any Lac qui Parle Valley Public School computer.
7. To engage in any form of gambling.
8. To engage in any type of harassment or discrimination, including but not limited to sexual harassment and harassment or discrimination based upon race, gender, sexual orientation, religion, national origin, marital status, status with respect to public assistance, disability or any other type of harassment or discrimination prohibited by law and Lac qui Parle Valley Public School policy.
9. To engage in any type of commercial enterprise unrelated to the specific purposes and needs of the Lac qui Parle Valley Public Schools.
10. To engage in any form of solicitation without the consent of their supervisor.
11. To promote any political or private causes, or other activities that are not related to the business purpose of the Lac qui Parle Valley Public Schools.
12. To enter into financial or contractual obligations without the prior express written consent of the Lac qui Parle Valley School Board. Any financial or contractual obligation entered into by a user without the express prior consent of the Lac qui Parle Valley School Board shall be the sole responsibility of the user.
13. To review or access any materials related to obtaining or using any controlled substances or products without the express written permission of their supervisor.
14. To advocate or access information advocating any type of unlawful violence, vandalism or illegal activity.
15. To access any Internet Relay Chat (IRC) rooms.
16. For employees to engage in job search activities outside of the Lac qui Parle Valley Public Schools.

## **PRIVILEGES**

The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. (Each student or teacher who receives an account will be part of a discussion with a Lac qui Parle Valley School District staff member pertaining to the proper use of the network.) The system administrators will deem what is inappropriate use and their decision is final. Also, the system administrators may close an account at any time as required. The administration, faculty, and staff of Lac qui Parle Valley School District may request the system administrator to deny, revoke, or suspend specific user accounts.

## **NETWORK ETIQUETTE**

### **Electronic Mail (Email) for Educational use must be transmitted and received in the Media Center.**

You are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:

1. Be polite. Do not get abusive in your messages to others.

2. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language. Illegal activities are strictly forbidden.
3. Do not reveal your personal address or phone numbers of students or colleagues.
4. Note that electronic mail (Email) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
5. Do not use the network in such a way that you would disrupt the use of the network by other users.
6. All communications and information accessible via the network should be assumed to be private property numbers of students or colleagues.

## **DISCLAIMER**

Lac qui Parle Valley School District makes no warranties of any kind, whether expressed or implied, for the computer service it is providing. Lac qui Parle Valley School District will not be responsible for any damages you suffer. This includes loss of data resulting from delays, nondeliveries, misdeliveries, or service interruptions caused by it's own negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. Lac qui Parle Valley School District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

## **SECURITY**

Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the Internet, you must notify a system administrator or your Lac qui Parle Valley District Internet Coordinator. Do not demonstrate the problem to other users. Do not use another individual's account without written permission from that individual. Attempts to logon to the Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Internet.

## **VANDALISM**

Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, Internet, or any of the above listed agencies or other networks that are connected to any of the Internet backbones. This includes, but is not limited to, the uploading or creation of computer viruses.

Student Signature \_\_\_\_\_

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_

(Office Use) Account Enable on \_\_\_\_\_