

Stanberry R-II Acceptable Use Policy

The Stanberry R-II School District believes in the right of students and staff members to have reasonable access to technology resources to be used in an appropriate and responsible manner.

This Acceptable Use Policy applies to any situation where any person (or persons) utilizes the Stanberry R-II School District's technology resources.

The purposes of the Stanberry R-II School District's technology resources are twofold:

- to improve learning and teaching through research, teacher training, collaboration and dissemination of successful educational practices, methods, and materials, and
- to support research, education and administrative activities, by providing access to these resources and an opportunity for collaborative work.

The use of each individual's activity with the Stanberry R-II School District's technology resources must be in support of these purposes and consistent with the educational objectives of the Stanberry R-II School District.

Inappropriate use of the Stanberry R-II School District's technology resources may result in a suspension or revocation of this access. Users must acknowledge their understanding of the general policy and guidelines as a condition of receiving access to these technology resources.

Regulations for the Acceptable Use Policy

Usage Guidelines

These guidelines should be followed concerning technology resources:

Respect the privacy of others. Do not seek information about, obtain copies of, or modify electronic information belonging to other users unless explicitly authorized to do so by those users. Do not share passwords with other or use passwords not belonging to you.

Respect appropriate laws and copyrights. The distribution of programs, databases, and other electronic information resources is controlled by laws of copyright, licensing agreements, and trade secret laws.

Respect your school. The theft, mutilation, or abuse of technology resources violates the nature and spirit of your school environment and may result in suspension/cancellation of privileges, school disciplinary consequences, and/or criminal prosecution.

Activities involving use of the District's technology resources must be in accord with employee handbook(s), student handbook(s), and relevant local, state, federal, and international laws and regulations.

Utilization of any District technology resource constitutes acceptance of the terms of this Acceptable Use Policy. Users acknowledge they have read and understand this Acceptable Use Policy and they shall be personally responsible for their acts or omissions in connection with utilization of this policy.

Code of Conduct - Unacceptable (and strictly forbidden) uses include the following:

- Accessing or viewing sexually explicit materials
- Attempting to alter system software or hardware configurations
- Causing congestion on a network by such things as the propagation of “chain letters” or “broadcasting” inappropriate messages to list or individuals
- Copying software
- Deliberately attempting to degrade system performance or capability, or attempting to damage systems, software, or intellectual property of others
- Disseminating of destructive/disruptive material
- Downloading of non-educational files
- Harassment of any sort
- Intercepting or altering network packets
- Malicious, intentional, or willful introducing and /or spreading of computer viruses
- Misrepresenting your identity or affiliation in the use of information technology resources
- Reproducing and/or distributing copyrighted materials without appropriate authorization
- Sending or storing for retrieval patently harassing, intimidating, abusive or offensive material
- Unauthorized copying or modifying files
- Unauthorized use of registered trademarks
- Unauthorized viewing or use of computer files, programs or any electronic information.
- Using profanity, obscenity, or other offensive language
- Using someone else’s identity and password for access to technology resources or otherwise attempting to evade, disable or “crack” password or other security provisions of systems on the network(s)
- Using the resources for any purpose which violates federal or state laws
- Using the resources for financial gain, of commercial activity, or for any illegal activity
- Violating copyright and/or software agreements
- Violating the privacy of other users

Internet, E-mail & Networks

Internet and e-mail services are provided by the Missouri Research and Education Network (MOREnet). Any users of the District's resources must abide by the MOREnet's Acceptable Use Policy, which may be viewed via the Internet at <https://www.more.net/content/service-policies>.

Access to online resources will enable students, staff and community members to explore libraries, databases and bulletin boards while exchanging messages with users throughout the day. Families should be warned that some materials accessible via the Internet may contain items that are illegal, defamatory, inaccurate, or offensive to some people. While our intent is to make Internet access available to further educational goals and objectives, students may find ways to access other materials as well. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, far exceed any disadvantages. But ultimately, parents/guardians of minors are responsible for setting and conveying the standards that their children should follow when using technology resources. To that end, The Stanberry R-II School District supports and respects each family's right to decide whether to allow their child to apply for access.

Users have responsibilities

- Assure proper use of system resources
- Comply with intended use of the system
- Discuss ethical questions that come up with a teacher, administrator, or appropriate staff member
- Observe basic rules of courtesy in all communications
- Protect Stanberry R-II School District equipment
- Report inappropriate newsgroup postings or e-mail messages received
- Respect the privacy of other network users
- To keep all pornographic material, inappropriate text files, or files dangerous to the integrity of the network from entering the District's networks
- To make all subscriptions to newsgroups and lists known to the building supervisor and/or technology coordinator (Staff only)

Responsible users may NOT:

- Adopt their own domain names
- Change any computer files that do not belong to the user
- Create, transfer, or otherwise use any text, image, movie, or sound recording that contains pornography, profanity, obscenity, or language that offends or degrades others
- Give their password to anyone
- Send, receive, or utilize copyrighted or trademarked materials without permission
- Transmit any materials in violation of any U.S. or state organization
- Use any network(s) or the Internet for any illegal purpose
- Use impolite or abusive language
- Violate the rules of common sense and etiquette

Enforcement

1. The Stanberry R-II School District characterizes as unethical and unacceptable, and just cause for taking disciplinary action, removal of networking privileges, and/or legal action, any activity through which an individual violates this Acceptable Use Policy.
2. Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify as security problem within any Stanberry R-II School District network, notify the teacher, administrator, or IT department immediately. Do not show or identify a security problem to others.
3. Any and all of the District's network storage areas are District property. Network administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on District equipment will always be private. Users are advised not to store personal confidential documents on district resources. Network management, reporting and monitoring technology may be used for education and security purpose.
4. The Stanberry R-II School District may take disciplinary action at any time as required to enforce this policy. Any employee of the Stanberry R-II School District may request that the building supervisor suspend/close an account or deny/revoke/suspend specific access to technology resources for any user(s).
5. Violation of this policy may result in revocation of utilization privileges, administrative discipline or criminal and civil prosecution. The Stanberry R-II School District is obligated to cooperate with government and civil authorities in the prosecution of any criminal and civil matter against any person who violates this policy, including disclosure of any records, information, data, images, communication, recordings, or other evidence in the custody of, or accessible by the District.
6. The Stanberry R-II School District regards any violation of this policy as a serious offense. Violators of this policy are subject to disciplinary action as prescribed in this document and any student/employee handbooks. Offenders may be prosecuted under the terms described in the law.

It should be understood that this policy statement does not preclude prosecution of cases involving criminal misconduct under the laws and regulations of localities.

Disclaimer

1. Stanberry R-II School District will not be responsible for any damages you may suffer. This includes loss of data resulting from delays, non-deliveries, or service interruptions caused by own negligence, your errors, acts of God, or omissions. Use of any information obtained via network and/or Internet services provided by the Stanberry R-II School District is at your own risk. Stanberry R-II School District denies any responsibility for the accuracy or quality of information obtained through network services or Internet access.

2. Any user of the Stanberry R-II School District's resources agrees to accept the sole responsibility for abiding by the policies of any network or political or administrative domain his/her message traverse. The user agrees that Stanberry R-II School District has no responsibility to inform the user of the policies or regulations of those domains.
3. With access to computers and people all over the world also comes availability of materials that may not be considered to be of educational value in the context of the school setting. There may be some material or individual communications, which are not suitable for school-ages children. The Stanberry R-II School District views information gathered from the Internet in the same manner as reference materials identified by the schools. Specifically, the district supports resources that will enhance the learning environment with directed guidance from the faculty and staff. Exploration and manipulation of resources is encouraged. However, it is impossible to control all materials on a global network and an industrious user may discover inappropriate information.

**Please Sign & Date the enclosed Student's Contract for
Access to Technology Resources agreement on the
next page and return it to the office**

Stanberry R-II School District
STUDENT Contract for Access to Technology Resources

I, _____ accept to abide by the following rules:
(Print student name)

- I have received a copy and have read the District's Acceptable Use Policy.
- I understand that the primary purpose of the Stanberry R-II School District's technology resources is educational, and that the use of this technology is solely to support educational objectives of the District.
- I understand that inappropriate behavior may lead to penalties including revoking or suspension of my access, disciplinary action, and/or legal action.
- I agree not to participate in the transfer of illegal materials (including those which may be considered treasonous or subversive) through the use of the Stanberry R-II School District's technology resources. I understand in some cases, the transfer of such material may result in legal action against me.
- *I understand not to allow other individualsto use any account(s) assigned to me for networkor Internetactivities, nor will I give anyone my password(s).*

Your child has requested access to Stanberry R-II School District's Technology resources. This access includes connections to computers through the Internet, which could include email and Google use in a secure location within the Stanberry R-II School District. Please read the attached Acceptable Use Policy with your child. In submitting a signed application, your child accepts responsibility of using any of the District's technology resources in an appropriate manner. It is important that you understand his/her responsibilities as well. Your signature, indicating that you have read and agreed to our Use Policy, is necessary before access will be granted.

As the parent/guardian of the child named above, I have read both the Stanberry R-II School District's Acceptable Use Policy and this contract. I will not hold any teacher, any school, or the school district responsible for or legally liable for materials distributed to or acquired from any of the District's technology resources. I accept full responsibility and liability for the results of any of my child's actions with regards to the use of the District's technology resources. Should my child violate any portion of this policy, I understand that I may be held financially liable for any costs incurred by the District to remedy the damage results from the violation(s).

Student: _____
(Signature of Student) (Print Student Name)

Date: _____ Grade: _____

Parent/Guardian Name: _____
(Signature)

Parent/Guardian Name: _____ Date _____
(Printed name)