

TROY SCHOOL DISTRICT

SD287 Network Access Release Form

As a condition of my privilege to use the SD287 Network to access public networks such as the Internet, I understand and agree with the following:

1. To follow the *SD287 Network Acceptable Use Procedures* and *Code of Conduct*.
2. Network administrators have the right to review any material stored on SD287 Network servers/computers and to edit or remove any material which they, in conjunction with school administrators, believe may be unlawful, obscene, abusive, or otherwise objectionable and I hereby waive any right of privacy which I may otherwise have to such material.
3. The Troy School District will not be liable for any direct or indirect, incidental, or consequential damages due to information obtained via use of the SD287 Network, including, without limitation, access to public networks.
4. The Troy School District does not warrant that the functions of SD287 Network or any of the networks accessible through SD287 Network will meet any specific requirements you may have, or that SD287 Network will be error free or uninterrupted.
5. The Troy School District shall not be liable for damages (including lost data or information) with the use, operation, or inability to use the SD287 Network.
6. That the use of the SD287 Network, including use to access public networks, is a privilege which may be revoked for violation of the *SD287 Network Acceptable Use Procedures* and *Code of Conduct*. Network administrators and or district administrators decide what constitutes a violation of the *SD287 Network Acceptable Use Procedures* or *Code of Conduct*.
7. In consideration for the privilege of using the SD287 Network and in consideration for having access to the public networks, I hereby release Troy School District, its operators, and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my use, or inability to use, the SD287 Network.
8. The Troy School District cannot guarantee that students will not encounter objectionable material.

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Network Code of Conduct

Use of the Troy School District Network (SD287 Network), and public networks such as the Internet, by students and staff of the Troy School District shall be in accordance with the District's Acceptable Use Procedures* and this Code of Conduct.

1. Be ethical and courteous. Do not send hateful, harassing, obscene, or discriminatory messages.
2. Respect the files and data of other users. Do not change or copy files/data of others without their permission in writing.
3. Treat anything created by others (information, graphics, music, sounds, projects, etc.) as their private property. Respect copyrights.
4. Use the network in a way that does not disrupt its use for others. Do not destroy, change, or misuse the hardware or software in any way. Do not develop or distribute programs that invade other computers, computer systems, or networks. Do not "hack" the system.
5. Use the SD287 Network and the Internet for educational purposes. Do not use the network to access or create inappropriate material or for commercial purposes.
6. Respect and protect the privacy of all users. Do not allow others to use your ID card, password, etc. Do not use anyone else's ID card, password, etc.

The SD287 Network is the property of the Troy School District and is to be used for academic or administrative purposes only. The district reserves the right to remove a user's account if it is determined that the user is engaged in unauthorized activity or is violating this code of conduct.

*For more information, consult the SD287 Network Acceptable Use Procedures posted in the office of each Troy School District school.

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SD287 Network Acceptable Use Procedures

Purpose

The purpose of the SD287 Network Acceptable Use Procedures is to provide the procedures, rules, guidelines, and the code of conduct for use of technology and the information network in the Troy School District.

Definition

The definition of information networks is any configuration of hardware and software which connects users. The network includes all of the computer hardware, operating system software, application software, stored text, and data files. This includes electronic mail, local databases, externally accessed databases, CD-ROM, recorded magnetic or optical media, clip art, digital images, digitized information, communications technologies, and new technologies as they become available. Stand alone workstations are also governed by this acceptable use procedure.

Introduction

Troy School District network (SD287 Network) provides resources for teaching and learning, communication services, and business data services by maintaining access to local, regional, national, and international sources of information.

The SD287 Network information resources will be used by members of the school community with respect for the public trust through which they have been provided and in accordance with policy and regulations established by the school district. These procedures do not attempt to articulate all required or proscribed behavior by its users.

Successful operation of the network requires that all users conduct themselves in a responsible, decent, ethical and polite manner while using the network. The user is ultimately responsible for his/her actions in accessing network services.

Guidelines

1. Access to the networks and to the information technology environment within the SD287 Network is a privilege and must be treated as such by all users of the network and its associated systems.
2. The SD287 Network will be used for the purposes of research, education, and school related business and operations.
3. Any system which requires password access or for which the district requires an account, such as Internet, will only be used by the authorized user. Account owners are ultimately responsible for all activity under their account and are the only authorized users of that account.
4. The resources of the SD287 Network are limited. All users must exercise prudence in the shared use of this resource.
5. All communications and information accessible via the SD287 Network should be treated as private property amongst users.

Unacceptable Use

The Troy School District has the right to take disciplinary action, remove computer and networking privileges, and/or take legal action, for any activity characterized as unethical and unacceptable. Unacceptable use activities constitute but are not limited to any activity through which any user:

1. Violates such matters as institutional or third party copyright, license agreements or other contracts. The unauthorized use of and/or copying of software is illegal,
2. Interferes with or disrupts other network users, services or equipment. Disruptions include but are not limited to: distribution of unsolicited advertising, propagation of computer worms or viruses, distributing quantities of information that overwhelm the system ("chain letters," "network games," or "broadcasting" messages) and/or using the network to make unauthorized entry into any other resource accessible via the network.
3. Seeks to gain or gains unauthorized access to information resources, obtains copies of, or modifies files or other data, or gains and communicates passwords belonging to other users,
4. Uses or knowingly allows another to use any computer, computer network, computer system, program, or software to devise or execute a scheme to defraud or to obtain money, property, services, or other things of value by false pretenses, promises, or representations.
5. Destroys, alters, dismantles, disfigures, prevents rightful access to or otherwise interferes with the integrity of computer-based information and/or information resources whether on stand-alone or networked computers.
6. Invades the privacy of individuals or entities (e.g. use someone else's handle or account),
7. Uses the network for commercial or political activity,
8. Installs unauthorized software for use on district computers,
9. Uses the network to access inappropriate materials,
10. Uses the SD287 Network to compromise its integrity ("hacking" software),
11. Submits, publishes, displays or forwards any defamatory, inaccurate, racially offensive, abusive, obscene, profane, sexually oriented, or threatening materials or messages either public or private.
12. Publishes images of any type on the SD287 Network, or any network accessible via the TroyNet, without first obtaining written, legal permission from the individual, whose picture is to be published.
13. Uses the SD287 Network for illegal activities, harassing, cyberbullying, vandalizing, inappropriate or obscene purposes, or in support of such activities is prohibited. Illegal activities shall be defined as a violation of local, state, and/or federal laws. Harassment is defined as slurs, comments, jokes, innuendoes, unwelcome compliments, cartoons, pranks, and/or other verbal conduct relating to an individual which (1)has the purpose or effect of creating an intimidating,

hostile or offensive environment; (2)has the purpose or effect of unreasonably interfering with an individual's work or school performance or (3)interferes with school operations. Cyberbullying is defined as being cruel to others by sending or posting harmful material online or through a cell phone or engaging in other cruel or hurtful actions. Cyberbullying is causing significant emotional harm to others – resulting in depression, anger, school failure and avoidance, school violence, and suicide. Vandalism is defined as any attempt to harm or destroy operating system, application software or data. Inappropriate use shall be defined as a violation of the purpose and goal of the network. Obscene activities shall be defined as a violation of generally accepted social standards for use of a publicly-owned and operated communication vehicle.

14. Students will not be allowed to use email, participate in chat rooms, post messages on message boards, or use instant messaging software on the SD287 Network. These activities can reduce the effective classroom learning time and are difficult to monitor and control. These activities provide an easy avenue for students to engage in other unacceptable internet uses. Use of these programs also provides another path for viruses and hackers to gain access to the Troy School District 287 computer network.

District Rights

Troy School District reserves the rights to:

1. Monitor all activity on the SD287 Network.
2. Make determinations on whether specific uses of the network are consistent with this acceptable use policy.
3. Log network use and to monitor storage disk space utilization by users.
4. Deem what is appropriate use.
5. Remove a user's access to the network at any time it is determined that the user is engaged in unauthorized activity or violating this acceptable use policy.
6. Cooperate fully with any investigation concerning or relating to any SD287 Network activity.

Disciplinary Action

These acceptable use procedures are applicable to any member of the SD287 Network community and refers to all information resources whether individually controlled, shared, stand alone or networked. Disciplinary action for students, staff and other users shall be consistent with the district's standard policies and practices. Where use of external networks is involved, policies governing such use also are applicable and must be adhered to. Violations constitute cause for revocation of access privileges, suspension of access to school district computers, other school disciplinary action and/or appropriate legal action. Exact disciplinary measures will be determined on a case-by-case basis and in accordance with the Statement of Rights and Responsibilities Concerning Pupil Conduct for Students (Board Policy 609 and 613).