

INTERNET - APPROPRIATE USE

Because technology is a vital part of the school district curriculum, the Internet will be made available to employees and students. Appropriate and equitable use of the Internet will allow employees and students to access resources unavailable through traditional means.

Individual student networks accounts will be assigned and used throughout the District. Students will also be assigned a valid District controlled email address. Students will be able to send and receive email from within and outside of the district. The email account is provided at no additional cost, but Internet access outside of the district will not be provided. The purpose of this email account is educational and should be treated as a professional-business account. If a student already has an electronic mail address, the student will not be permitted to use the address to send and receive mail at school. Students must use caution when opening email attachments. Attachments may contain viruses and other malicious code.

The Internet provides a vast collection of educational resources for students and employees. It is a global network which makes it impossible to control all available information. Because information appears, disappears and changes constantly, it is not possible to predict or control what students may locate. The District makes no guarantees as to the accuracy or appropriateness of information received on the Internet. Although students will be under teacher supervision while on the network, it is not possible to constantly monitor individual students and what they are accessing on the network. Some students might encounter information that may not be appropriate or of educational value. Student Internet records and access records are confidential to the extent possible and are treated like other student records. Student Internet records and access records are subject to access and examination by District Administration. Students' Internet activities will be monitored by the District to ensure, to the extent possible, that students are not accessing inappropriate sites that have visual depictions that include obscenity, child pornography or are harmful to minors. The school district will use technology protection measures to protect students from inappropriate access, including sites that include obscenity, child pornography or are harmful to minors.

Legal References: Iowa Code § 279.8 (2003).

Cross References: 502 Student Rights and Responsibilities
506 Student Records
605.5 Media Centers

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09/21/2009
03/21/2011
06/18/2012

INTERNET - APPROPRIATE USE

The school district will monitor the online activities of students and will educate students about appropriate online behavior, including interacting on social networking sites and chat rooms. Students will also be educated on cyberbullying, including awareness and response. Employees will provide age appropriate training for students who use the Internet. The training provided will be designed to promote the school district's commitment to:

- The standards and acceptable use of Internet services as set forth in the Internet Safety Policy;
- Student safety with regard to:
 - safety on the Internet;
 - appropriate behavior while online, on social networking Web sites, and in chat rooms; and
 - cyberbullying awareness and response.
- Compliance with the E-rate requirements of the Children's Internet Protection Act

Employees and students will be instructed on the appropriate use of the Internet. Parents will be required to sign a form stating they have read and understand the policies related to Internet use. Students need to have access to the Internet to complete many assignments and to successfully complete the curriculum goals of the District. Students will sign a form acknowledging they have read and understand the Internet - Acceptable Use policy and regulations, that they will comply with the policy and regulations and understand there are disciplinary consequences for violation of the policy or regulations.

In compliance with federal law, this policy will be maintained at least five years beyond the termination of funding under the Children's Internet Protection Act (CIPA) or E-rate.

ELEMENTARY INTERNET ACCESS FORM

I have read the District's Internet - Appropriate Use policy and regulations. I understand that the Internet is a world-wide connection of millions of computers and network devices and that the Independence Community School District does not control its content. I understand that, while the District filters content to prevent access to inappropriate sites, the District cannot guarantee complete protection from questionable sites.

I understand that students at the Independence Elementary Schools will access the Internet only under direct adult supervision and only for educational purposes. I further understand that if my child violates the District's Internet - Appropriate Use policy and regulations, he/she may be subject to disciplinary action. Finally, I understand that the District is not responsible for student Internet access outside the school setting.

I have read and understand the District's Internet Policy. Once the form is signed, it is considered to be in effect while my child attends any elementary building in this district and for the duration my child is continuously enrolled within the District. Parents and students may review the District's policy at any time and may ask for clarification from District personnel.

Student Name _____ Grade _____

School _____ Date _____

(Parent or guardian's signature)

SECONDARY INTERNET ACCESS FORM

As a user of the Independence Community School District's computer and Internet resources, I hereby agree to comply with the District's Internet - Appropriate Use policy and regulations and to use these resources in a reliable fashion while honoring all relevant laws and restrictions.

(Date)

(Student signature)

As the parent/guardian of the above named student, I have read and understand the District's Internet - Appropriate Use policy and regulations. I understand that my child is expected to follow the guidelines in said policy and regulations concerning appropriate use of the School District's computer network.

I further understand that the Internet is a world-wide connection among millions of computers and that the District does not control its content. I understand that, while the District filters content to limit access to appropriate sites, the District cannot guarantee complete protection from questionable sites. Additionally, I understand that there is a potential for my son/daughter to access information on the Internet that is inappropriate for students and that every reasonable effort will be made on the part of the faculty and staff of the District to restrict access to such information, but that my son/daughter is ultimately responsible for restricting himself/herself from inappropriate information.

I realize that if my child violates the District's Internet - Acceptable Use policy or regulations, he/she may be subject to disciplinary action.

I expect my son/daughter to use the District's Internet resources in compliance with the policy and regulations. I further understand if my son/daughter causes expense to the District by inappropriate Internet use, this cost will be passed to the student and to the undersigned. Once this form is signed it is considered to be in effect while my child continuously attends grades 7-12. Parents and students may review the District's policy at any time and may ask for clarification from District personnel.

Student Name _____

Grade _____

School _____

Date _____

(Parent or guardian's signature)

INTERNET - APPROPRIATE USE REGULATION

I. Responsibility for Internet Appropriate Use.

- A. The authority for appropriate use of electronic Internet resources is delegated to the licensed employees. For the purpose of this policy, Internet is defined as:

A collection of interconnected computer networks involving millions of computers and millions of users around the world. It is a collaboration of private, public, educational, governmental and industrial sponsored networks whose operators cooperate to maintain the network infrastructure.

- B. Instruction in the proper use of the Internet system will be available to employees who will then provide similar instruction to their students.
- C. Employees are expected to practice appropriate use of the Internet, and violations may result in discipline up to, and including, discharge.

II. Internet Access.

- A. Access to the Internet is available to teachers and students as a source of information and a vehicle of communication.
- B. Making Internet access available to students carries with it the potential that some students might encounter information that may not be appropriate for students. However, on a global network, it is impossible to control all materials. Because information on the Internet appears, disappears and changes, it is not possible to predict or control what students may locate.
- C. It is a goal to allow teachers and students access to the rich opportunities on the Internet.
- D. The smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines which require efficient, ethical and legal utilization of network resources.
- E. To reduce unnecessary system traffic, users may use real-time conference features such as talk/chat/Internet relay chat only as approved by the supervising teacher.
- F. Transmission of material, information or software in violation of any board policy or regulation is prohibited.
- G. System users will perform a virus check on downloaded files to avoid spreading computer viruses.
- H. The school district makes no guarantees as to the accuracy of information received on the Internet.

INTERNET - APPROPRIATE USE REGULATION

- III. Permission to Use Internet - Parents shall be required to sign the form appropriate for their student's grade acknowledging they have read and understand the policy and regulations regarding Internet use. Once the form is signed, it is valid for continuous enrollment at either the K-6 or 7-12 grade levels. Students/parents will need to sign a new form if: they are new to the district, student entering the 7th grade; student has a policy violation; or when enrollment in the District has not been continuous from year to year.
- IV. Student Use of Internet.
- A. Equal Opportunity - The Internet shall be available to all students within the school district through teacher supervision. The amount of time available for each student may be limited by the number of available terminals and the demands for each terminal.
- B. Online Etiquette.
1. The use of the network is a privilege and is considered a necessity for successful education. As a user of the Internet, students may be allowed access to other networks. Each network may have its own set of policies and procedures. It is the user's responsibility to abide by the policies and procedures of these other networks.
 2. Students should adhere to online protocol:
 - a. Respect all copyright and license agreements.
 - b. Cite all quotes, references and sources.
 - c. Remain on the system long enough to get needed information, then exit the system.
 - d. Apply the same privacy, ethical and educational considerations utilized in other forms of communication.
 3. Student email accounts should adhere to the following guidelines:
 - a. Keep in mind that e-mail is not confidential and may be read or accessed by third parties.
 - b. Inappropriate messages should not be sent.
 - c. Delete unwanted messages immediately.
 - d. Use of objectionable language is prohibited.
 - e. Always sign messages.
 - f. Always acknowledge receipt of a document or file.

INTERNET - APPROPRIATE USE REGULATION

- C. Restricted Material - Students shall not intentionally access or download any text file or picture or engage in any conference that includes material which is obscene, libelous, indecent, vulgar, profane or lewd; advertises any product or service not permitted to minors by law; constitutes insulting or fighting words, the very expression of which injures or harasses others; or presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.
- D. Unauthorized Costs - If a student gains access to any service via the Internet which has a cost involved or if a student incurs other types of costs, the student accessing such a service will be responsible for those costs.
- E. If a student is engaged in network activity which causes harm to our District's network, the District may collect payment from the student to reimburse the District for resulting costs.

V. Student Violations--Consequences and Notifications.

Students who access restricted items on the Internet shall be subject to the appropriate action described in board policy or regulations.

The District does not believe it is in the best interest of the student or our curriculum to restrict complete access to the Internet for violation of policies. The Internet and the vast resources are too valuable to restrict for a period of time. We do, however, recognize the need to have consequences in place for violation of policy. These consequences need to be age appropriate and may need to change as the Internet evolves. As part of the consequences, students/parents will need to review the Internet policy and re-sign their understanding of the policies and regulations. Students who violate the Internet - Acceptable Use policy shall be subject to the appropriate action described in the District's discipline policy or student handbook.