

Central Valley Central School District Acceptable Use of Technology Agreement

Please read this document carefully before signing.

Access to the computer network is available to students, teachers and staff at the Central Valley Central School District. The goal in providing this service is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication.

The safe and efficient operation of the network relies upon the proper conduct of the end users who must adhere to the guidelines listed below. In general, this requires efficient, ethical and legal utilization of the network resources. If a Central Valley Central School District user violates any of these provisions, his or her account may be terminated and future access could be denied. This policy provides no expectation of privacy on the part of the user and Central Valley Central School District may authorize files and/or computer use to be reviewed at any time.

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.

Computer network and Internet - Terms and Conditions of Use

Acceptable Use - The purpose of the networks making up the Internet is to support research and education in and among academic institutions by providing access to unique resources and the opportunity for collaborative work. The use of your account must be in support of education and research and consistent with the educational objectives of the Central Valley Central School District. The use of the Internet must comply with the Children's Internet Protection Act (CIPA) and the Neighborhood Children's Protection Act (NCIPA). Transmission of any material in violation of any national or state regulation is prohibited. This includes, but is not limited to copyrighted material and threatening or obscene material.

Privileges - The use of the Internet is a privilege, not a right. Inappropriate use will result in a cancellation of those privileges. Administrators, teachers and staff will have access to the Internet, school installed software and a school e-mail account. Users of e-mail should be aware that there is no expectation of privacy when using electronic mail. Students will have access to school installed software. Student access to the Internet and e-mail is only with the permission of a supervising staff member. Student e-mail is for educational purposes only.

Sanctions - Determination of inappropriate use will be made by the District Computer Technology Coordinator and school administration. Violations may result in the loss of computer access and closure of the network account. Users involved or suspected of involvement in Internet or network violations will be informed of the nature of these violations, and will have the opportunity to respond to them. Additional sanctions that are possible:

- Users may be required to make full financial restitution.
- When applicable, law enforcement agencies will be involved.

Network Safety & Etiquette – Users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

- Be polite. Use no abusive language when communicating with others.
- Do not swear, use vulgarities or name files using inappropriate language.
- Do not reveal your name, personal address or phone number while on the Internet.
- Do not access another person's computer account or files.

- Do not use the network in such a way that you would disrupt the use of the network by other users.

Security - Security on any computer system is a high priority, especially when the system involves many users. If a user can identify a security problem on the Internet or network, he/she is to notify whoever is supervising the activity. The supervisor should make the District Computer Technology Coordinator aware of the problem. The user should NOT demonstrate the problem to other users. Additionally:

- A user may not use another individual's account.
- Attempts to bypass any computer or network security feature or login as a system administrator will result in cancellation of user privileges.
- Any user identified as a security risk or having a history of computer violations may be denied access to the Internet and network.
- All users of the computer network agree to read and follow the Acceptable Use Agreement. This agreement is formalized through signatures on page 3 of this form.

Vandalism - Vandalism of any computer equipment will result in cancellation of privileges. Vandalism is defined as any malicious attempt to damage or alter equipment, or to harm or to destroy data of another user. This includes, but is not limited to, the uploading, downloading, or creation of computer viruses.

Computer & Network Rules

- I will use only licensed software provided by Central Valley Central School District on the computer equipment.
- I will create files and file names that are not vulgar, obscene or bigoted.
- I will use supplies such as paper, ribbons, and ink efficiently and will not use unnecessarily large amounts of file server disk space and processing time.
- I will use my account only for file storage and Internet access.
- I will only access Internet areas that are educationally appropriate.
- I will not copy or distribute copyrighted software from the system.
- I will not attempt to gain unauthorized access to system programs or computer equipment.
- I will not use computer programs to harass other users, infiltrate computer systems, and/or damage software or equipment.
- I will adhere to District Policy stating that only authorized district systems operators (SYSOPS) will install software for use on district computers.
- I will not transmit files or any material that may be construed as vulgar, bigoted, culturally offensive, or educationally inappropriate.
- I will not use district computers or connections to advertise, conduct or promote any business or political venture that is not related to a classroom project or assignment.
- I will use e-mail for educational purposes only with permission of a supervising staff member (students only).
- I will not download or install anything from the Internet.

I have reviewed the rules for using the computer facilities at Central Valley Central School District. I realize that access to any file on the Internet, including those that are indecent and/or inappropriate, is technologically possible from Central Valley Central School District even with Internet filtering on machines. I understand that accessing inappropriate material will not be tolerated and will result in immediate loss of privilege to access the Internet from school facilities. I will abide by the rules of conduct regarding computer use at Central Valley Central School District.

**Central Valley Central School District
Acceptable Use of Technology Agreement**

Keep the first two pages for your records. Turn in only page 3.

I understand and will abide by the Acceptable Use of Technology Agreement. I further understand that this policy provides no expectation of privacy and Central Valley Central School District may authorize my files and/or computer use to be reviewed at any time. I understand any violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary action and/or appropriate legal action may be taken.

Today's Date: _____

User's Full Name (please print): _____

User's Signature: _____

Please indicate your position at Central Valley Central School District:

Student Teacher Staff Administrator

Students must obtain the parent/guardian signature:

Student's Teacher: _____ Student's Grade: _____

Parent/Guardian Name (please print): _____

Parent/Guardian Signature: _____

Return this page ONLY

Teachers and staff should return this form to the main office, unless otherwise directed.