

Denver Community School District Technology Acceptable Use Policy

(Document can be found in Denver Community School District Board Policy, Code No. 605.6)

General

Denver Community School District is committed to making available to all student and staff members access to a wide range of electronic learning facilities, equipment, and software, including computers, computer network systems, devices brought to school by students and staff, and the Internet connection. The goal in providing this technology and access is to support the educational objectives and mission of the Denver Community School District, promote resources sharing, innovation, problem solving, and communication to enhance student learning. The District has the right to place reasonable restriction on the material accessed and/or posted through the use of its computers, computer network, and/or Internet connection.

The use of technology resources must be in support of the district's educational objectives. Access to various technology resources is available to users for academic related purposes only, unless written notification is provided to building administration by parent/guardian. A 'user' includes, but may not be limited to the following: student, faculty, administrator, staff, volunteer, support personnel. The goal of providing technology resources is to promote educational excellence by facilitating teaching and learning, research, production, innovation, communication, and collaboration. Access is a privilege, not a right. Permission from parents or guardians is required before students may access the computer network services. All school district users must sign an Acceptable Use Agreement before access is permitted.

Technology resources not only include district owned hardware and servers but all resources used in the infrastructure, including personal devices. The infrastructure includes the wired network as well as the wireless network and the utilization of bandwidth associated with each segment of the network (e.g. user accessing district network using personal device).

Privileges & Responsibilities

Usage of the Denver Community School District's network and the Internet computer networking capabilities must be directly related to education consistent with the instructional objectives of this district. Neither the Local Area Network nor the Internet may be used for personal or frivolous reasons.

Access to these facilities imposes certain responsibilities and obligations. Users are expected to abide by the generally accepted rules of digital etiquette and district policies. Users are not to modify the standard configuration of any computer or other technologies. Users should report any malfunction, inappropriate material or improper usage to the appropriate staff. Users should not use technology in any way that disrupts use by others or creates a hostile learning environment. Examples of prohibited conduct include but are not limited to the following:

- Use of another user's account.
- Attempting to breach the desktop security of a computer
- Attempting to break into password protected areas of a network or tampering with network systems
- Use of the technology infrastructure to obtain or distribute racially, religiously or sexually offensive material, pornographic or sexually explicit materials, to participate in hate groups or similar groups, or to engage or enable others to engage in gambling or any other illegal activity
- Use of technology to engage in behavior prohibited by the district's anti-harassment and bullying policy.

Any user who violates the acceptable use policy may be denied access to the school's technology resources.

Property Rights

Users must respect the property of others by crediting sources and following all copyright laws. Users may not download or install software without administrative permission. All software loaded on the

District's hardware is the property of the District and may not be copied or transmitted to any outside party: upon termination of employment, no employee shall remove any software or data from District-owned computers. No student or employee may copy, download from the Internet or install onto a District computer or otherwise use any software in violation of applicable copyrights and license agreements.

Privacy

Electronically Stored Personal Data

The District permits the use of its computer facilities for the storage of personal data and files, so long as this does not adversely impact the operation or capacity of the system in a material way. Users should not assume any right of privacy in the personal files maintained on the District's technology infrastructure.

Examples of this include, but are not limited to the following:

- Cloud technology such as files stored on third party servers
- Email
- District computers, devices, network and servers

District Monitoring

Notwithstanding the foregoing, the District has the right, but not the duty, to monitor any and all aspects of its computers, computer network systems, and Internet access including, but not limited to, monitoring sites students and staff visit on the Internet and reviewing email. The Administration and technology coordinator shall have both the authority and the right to review or monitor, with or without prior notice, the content of electronic communication for any reason, including but not limited to retrieval of information, investigation or resolution of network or communications problems, prevention of system misuse, ensuring compliance with policies for use of third party software and information, ensuring compliance with legal and regulatory requests and enforcement of this Policy. The District also reserves the right to review, inspect the content of, and monitor all information residing on all computers and file servers for such purposes. Students and staff waive any right to privacy in anything they create, store, send, disseminate or receive on the District's computers and computer network systems, including the Internet.

Users are permitted to access the district's wired and wireless network with their personal devices, however the same acceptable use guidelines are in effect. Users may not engage in activities that consume excessive amounts of network bandwidth, such as downloading, uploading and/or live streaming non school related content. If network administrators suspect high utilization of bandwidth or inappropriate use of district technology resources, a user may be asked to turn over a device and any passwords needed to verify the suspicions.

Safety

Individuals who utilize the district's technology resources are expected to abide by the principles of digital citizenship, which are part of curriculum.

Although reasonable efforts will be made to make sure students will be under supervision while the network, it is not possible to constantly monitor individuals and what they are accessing on the network. Some students may encounter information that may not be of educational value and/or may be inappropriate. If a student encounters such information, the student should terminate access to the information immediately and notify supervisory personnel or other appropriate personnel of what occurred.

Student Violations

Students who violate the rules and policies stated in the student handbook, will be subject to the actions specified to the violation. These actions range from a verbal warning to expulsion.

The interpretation, application, and modification of this policy are within the sole discretion of the Denver Community School District. Any questions or issues regarding this policy should be directed to the Superintendent, any building principal or the technology coordinator. The Board of Directors will review and update this policy as necessary.

Legal References: Iowa Code 279.8(1995).
Cross References: 502 Student Rights and Responsibilities
506 Student Records
605.5 Media Centers

Parent Agreement

As a parent or legal guardian of the above student, I have read and understand the Denver Community School District Technology Acceptable Use Policy. I grant permission for my child to access networked computer services and Internet resources. I understand that he/she is expected to use good judgement and follow rules when using Denver Community School’s network and Internet resources. I agree to comply with the Denver Community School District Acceptable Use Policy.

Parent Signature: _____ Date: _____

Print Name: _____

Student Agreement

As a use of the Denver Community School’s computer network, I agree to comply with the Acceptable Use Policy. I will use the Denver Community School’s network and Internet resources in a constructive and appropriate manner. Should I commit any violation, my access privileges may be revoked, and disciplinary action will be taken.

Student Signature: _____ Date: _____

Print Name: _____ Staff Verification: _____