

Menominee Indian School District

363 Exhibit (2)

Staff and Guest Acceptable Use Agreement for Technology

STAFF INTERNET ACCEPTABLE USE

Internet services are available to all staff members of the District for the purpose of student instruction, curriculum support, and professional communication. When using the Internet and/or e-mail, staff members shall conduct themselves ethically and shall comply with all applicable laws, policies and regulations. Staff members shall exercise sound judgment and responsibility when giving students assignments using the Internet as a resource. Students shall have specific information objectives and search strategies formulated before they access the Internet. The staff member initiating the assignment shall diligently supervise students using the Internet to prevent unacceptable or inappropriate use of this resource. This supervision means continuous monitoring of students in computer labs, classrooms or media centers. Since all students must sign an Acceptable Use Policy (AUP) before they are allowed to use the Internet independently, staff members shall ensure that students and their parents/guardians have signed the AUP before allowing them to use the Internet. The use of e-mail and the Internet is a privilege, not a right. Unacceptable use of the Internet/e-mail by staff members who access the network through school accounts using school-owned equipment may result in revocation of Internet privileges, disciplinary action, termination, and/ or legal action. Unacceptable uses include, but are not limited to, the following:

- Sending or displaying offensive messages or pictures
- Using obscene, harassing or insulting language
- Violating copyright laws
- Accessing, sending, or displaying sexually explicit material or child pornography
- Accessing, sending, or displaying material harmful to minors
- Accessing others' folders, documents or files that are not shared files
- Using the network for commercial or political purposes
- Spamming non-educational emails

- Intentionally damaging computers, computer systems or computer networks
- Changing settings on a computer
- Using others' passwords
- Accessing programs not appropriate for educational use
- Indiscriminate personal use for non-educational purposes
- Other uses in violation of district policy or regulations, state statutes or federal laws.

Internet and e-mail access is provided as a teaching and education tool. The District reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network, Internet access, and any information transmitted or received in connection with such usage. All such information files shall be and remain the property of the District and no user shall have any expectation of privacy regarding such materials.

Policy Violations

The school reserves the right to refuse access to the Internet to anyone. Violating any portion of this policy will result in disciplinary action, including temporary or permanent ban on computer or Internet use, suspension or dismissal from school, and/or legal action. The Menominee Indian School District will cooperate with law enforcement officers in investigations related to illegal activities conducted through its network.

Name (please print)	Signature	Date
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APPROVED: January 1999

REVISED: August 31, 2004
 August 18, 2008
 August 2011