

**STUDENT USE OF TECHNOLOGY/ACCEPTABLE USE POLICY**

The Board of Trustees recognizes that technology is a vehicle to access the most current and extensive sources of information throughout the district's schools and classrooms. The use of technology enables students to practice academic skills and to develop problem-solving abilities.

The Governing Board intends that technological resources provided by the District be used in a safe, responsible and proper manner in support of the instructional program and for the advancement of student learning.

*(cf. 0440 – District Technology Plan)*  
*(cf. 1113 – District and School Web Sites)*  
*(cf. 5131 – Conduct)*  
*(cf. 6163.1- Library Media Centers)*

The Superintendent or designee shall notify students and parents/guardians about authorized uses of District computers, user obligations and responsibilities, and consequences for unauthorized use and/or unlawful activities in accordance with District regulations and the District's Acceptable Use Agreement.

*(cf. 5125.2 – Withholding Grades, Diploma or Transcripts)*  
*(cf. 5144 – Discipline)*  
*(cf. 5144.1 – Suspension and Expulsion/Due Process)*  
*(cf. 5144.2 – Suspension and Expulsion/Due Process (students with Disabilities))*  
*(cf. 5145.12 – Search and Seizure)*

The Superintendent or designee shall ensure that all District computers with Internet access have a technology protection measure that blocks or filters Internet access to visual depictions that are obscene, child pornography, or harmful to minors, and that the operation of such measures is enforced. (20 USC 7001, 47 USC 254)

The Board desires to protect students from access to harmful matter on the Internet or other online services. To reinforce measures, the Superintendent or designee shall implement rules and procedures designed to restrict students' access to harmful or inappropriate matter on the Internet and to ensure that students do not engage in unauthorized or unlawful online activities. He/she also shall establish regulations to address the safety and security of students when using electronic mail, chat rooms and other forms of direct electronic communication.

Staff shall supervise students while they are using online services and may ask teacher aides, student aides, and volunteers to assist in this supervision.

## **STUDENT USE OF TECHNOLOGY/ACCEPTABLE USE POLICY**

Before a student is authorized to use the District's technological resources, the student and his/her parent/guardian shall sign and return an Acceptable Use Agreement specifying user obligations and responsibilities. In that agreement, the student and his/her parent/guardian shall agree to not hold the District or any District staff responsible and shall agree to indemnify and hold harmless the district and all district personnel for the failure of any technology protection measures, violations of copyright restrictions, or users' mistakes or negligence. They shall also agree to indemnify and hold harmless the District and District personnel for any damages or costs incurred.

*(cf. 6162.6 - Use of Copyrighted Materials)*

*(cf. E. 6162.7 – District Software/Copyright User Agreement)*

The Superintendent or designee, with input from students and appropriate staff, shall regularly review and update this policy, the accompanying regulation, and other relevant procedures to enhance the safety and security of students using the District's technological resources and to help ensure that the District adapts to changing technologies and circumstances.

The Superintendent or designee shall ensure that all District computers with Internet access have a technology protection measure that blocks or filters Internet access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced. (20 USC 6777, 47 USC 254)

To reinforce these measures, the Superintendent or designee shall implement rules and procedures designed to restrict students' access to harmful or inappropriate matter on the Internet and to ensure that students do not engage in unauthorized or unlawful online activities. Staff shall supervise students while they are using online services and may have volunteers assist in this supervision.

Cyber safety instruction shall be provided by staff regarding safe and appropriate behavior on social networking sites, chat rooms, and other Internet services. Such instruction shall include, but not limited to, the dangers of posting general information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying.

Disclosure, use and dissemination of personal identification information regarding students is prohibited. Student use of District computers to access social networking sites is prohibited. To the extent possible, the Superintendent or designee shall block access to such sites on District computers with Internet access.

### ***Legal References:***

#### ***EDUCATION CODE***

***51006 Computer education and resources***

***51007 Programs to strengthen technological skills***

## STUDENT USE OF TECHNOLOGY/ACCEPTABLE USE POLICY

*51870-51874 Education technology*  
*60044 Prohibited instructional materials*

### **PENAL CODE**

*313 Harmful matter*  
*502 Computer crimes, remedies*  
*632 Eavesdropping on a recording confidential communications*  
*653.2 Electronic communication devices, threats to safety*

### **UNITED STATES CODE, TITLE 15**

*6501-6506 Children's Online Privacy Protection Act*

### **UNITED STATES CODE, TITLE 20**

*6751-6777 Enhancing Education Through Technology Act, Title II, Part D*

### **UNITED STATES CODE, TITLE 47**

*254 Universal service discounts (E-rate)*

### **CODE OF FEDERAL REGULATIONS, TITLE 47**

*54.520 Internet safety and technology protection measures, E-rate discounts*

### **Management Resources:**

#### **CSBA Publications**

*Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007*

#### **FEDERAL TRADE COMMISSION PUBLICATIONS**

*How to Protect Kid's Privacy Online: A Guide for Teachers, December 2000*

#### **WEB SITES**

**CSBA:** <http://www.csba.org>

**California Coalition for Children's Internet Safety:** <http://www.cybersafety.ca.gov>

**California Department of Education:** <http://www.cde.ca.gov>

**Center for Safe and Responsible Internet Use:** <http://csriu.org>

**Federal Communications Commission:** <http://www.fcc.gov>

**Federal Trade Commission, Children's Online Privacy Protection:**

<http://www.ftc.gov/provacy/privacyinitiatives/childrens.htm>

**US Department of Education:** <http://www.ed.gov>

**Web Wise Kids:** <http://www.webeisekids.org>

**STUDENT USE OF TECHNOLOGY/ACCEPTABLE USE POLICY**

The principal or designee shall oversee the maintenance of each school's technological resources and may establish guidelines and limits on their use. All instructional staff shall receive a copy of this administrative regulation, the accompanying Board policy, and the District's Acceptable Use Agreement describing expectations for appropriate use of the system and shall also be provided information about the role of staff in supervising student use of technological resources. All students using these resources receive instruction in their proper and appropriate use.

*(cf. 0440 - District Technology Plan)*  
*(cf. 4040 - Employee Use of Technology)*  
*(cf. 4131- Staff Development)*  
*(cf. 4231 - Staff Development)*  
*(cf. 4331 - Staff Development)*  
*(cf. 6162.7 - Use of Technology in Instruction)*

At the beginning of each school year, teachers, administrators, and library media technicians, parents/guardians shall receive a copy of the District's policy and administrative regulation regarding access by students to the Internet and online sites to be used for instructional purposes. (Education Code 48980)

*(cf. 5145.6 - Parental Notifications)*

**Online/Internet Services: User Obligations and Responsibilities**

Students are authorized to use the District's equipment and online services in accordance with user obligations and responsibilities specified below and in accordance with Governing Board policy and the District's Acceptable Use Agreement and the user obligations and responsibilities specified below.

1. The student in whose name an online services account is issued is responsible for its proper use at all times. Students shall keep personal account numbers, passwords, home addresses and telephone numbers private. They shall use the system only under the account to which they have been assigned.
2. The student shall use the District's system safely, responsibly, and only for purposes related to education. Commercial, political and/or personal use of the District's system is strictly prohibited. The District reserves the right to monitor any online communications for improper use.
3. Students shall not access, post, submit, publish or display harmful or inappropriate matter that is threatening, obscene, disruptive or sexually explicit, or that could be

## STUDENT USE OF TECHNOLOGY/ACCEPTABLE USE POLICY

construed as harassment or disparagement of others based on their race/ethnicity, national origin, gender, sexual orientation, age, disability, religion or political beliefs.

*(cf. 5131 – Conduct)*

*(cf. 5145.3 - Nondiscrimination/Harassment)*

*(cf. 5145.7 - Sexual Harassment)*

*(cf. 5145.9 - Hate-Motivated Behavior)*

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political or scientific value for minors.

(Penal Code 313)

4. Unless otherwise instructed by school personnel, students shall not disclose, use or disseminate personal identification information about themselves or others when using electronic mail, chat rooms, or other forms of direct electronic communication. Students are also cautioned not to disclose such information by other means to individuals located through the Internet without the permission of their parents/guardians.

Personal information includes the student's name, address, telephone number, Social Security number, or other individually identifiable information.

5. Students shall not use the system to encourage the use of drugs, alcohol or tobacco, nor shall they promote unethical practices or any activity prohibited by law or Board policy, or administrative regulations.

*(cf. 3513.3 - Tobacco-Free Schools)*

*(cf. 5121.6 – Alcohol and Other Drugs)*

6. Students shall not use the system to engage in commercial or other non-profit activities.
7. Students shall not use the system to threaten, intimidate, harass, or ridicule other students or staff.
8. Copyrighted material shall not be placed on the system in accordance with applicable copyright laws. Any materials utilized for research projects should be given proper credit as with any other printed source of information.

## **STUDENT USE OF TECHNOLOGY/ACCEPTABLE USE POLICY**

*(cf. 6162.6 - Use of Copyrighted Materials)*

- 9.** Students shall not intentionally upload, download or create computer viruses and/or maliciously attempt to harm or destroy district equipment or materials or manipulate the data of any other user, including so-called "hacking."

*(cf. 5131.5 - Vandalism, Theft and Graffiti)*

- 10.** Students shall not read other users' electronic mail or files. They shall not attempt to interfere with other users' ability to send or receive electronic mail, nor shall they attempt to delete, copy, modify or use another's individual identity.

- 11.** Students shall report any security problem or misuse of the services to the teacher or principal.

The District reserves the right to monitor use of the District's systems for improper use without advance notice or consent. Students shall be informed that computer files and electronic communications, including email, are not private and may be accessed by the District for the purpose of ensuring proper use.

*(cf. 5145.12 - Search and Seizure)*

Whenever a student is found to have violated Board policy, administrative regulation, or the District's Acceptable Use Agreement, the principal or designee may cancel or limit a student's user privileges or increase supervision of the student's use of the District's technological resources, as appropriate. Inappropriate use may also result in disciplinary action and/or legal action in accordance with law and Board policy.

*(cf. 5144 - Discipline)*

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

*(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))*

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The District reserves the right to monitor use of the District's systems for improper use without advance notice or consent. Students shall be informed that computer files and electronic communications, including email, are not private and may be monitored or read by district officials to ensure proper use of the system.

*(cf. 5145.12 - Search and Seizure)*

Users will not have access to chat rooms, or all other forms of electronic communication, during the instructional day, on or after school hours, without the supervision of Fountain Valley School District classroom employees.

The principal or designee shall make all decisions regarding whether or not a student has violated Board policy or the district's Acceptable Use Agreement. The decision of the principal or designee shall be final.

Inappropriate use shall result in a cancellation of the student's user privileges, disciplinary action and/or legal action in accordance with law and Board policy.

*(cf. 5144 - Discipline)*

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

*(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))*



Fountain Valley School District

*E 6163.4(a)*

## Student Acceptable Technology Use Policy

The Fountain Valley School District provides electronic information services to students and teachers in FVSD. FVSD strongly believes in the educational value of such electronic resources and recognizes their potential to support our curriculum and student learning. The District's goal in providing this service is to promote educational excellence by facilitating resource sharing, innovation and communication. The District will make every effort to protect students and teachers from any misuses or abuses as a result of their experiences with an information service. All users must be continuously on guard to avoid inappropriate and illegal interaction with the information service.

Please read this contract carefully. When this document is signed it becomes a legally binding contract. The District requires your signature and that of your parent/guardian before the District can provide you with an access account.

Listed below are the provisions of this contract. If any user violates these provisions, access to technology classes or technology resources may be denied and you may be subject to disciplinary action, including possible suspension or expulsion.

1. **Personal Responsibility.** I will only use the electronic media for accessing educational material. I accept personal responsibility for reporting any misuse of the network to the system administrator. Misuse is defined as, but not limited to, involvement with pornography, illegal solicitation, racism, sexism, obscenity, or materials which promote illegal behavior.
2. **Acceptable Use.** The use of my assigned account must be in support of educational research and with the educational goals and objectives of FVSD as stated in District Policy 6163.4. I am personally responsible for this provision at all times when using the District's electronic information service.
  - a. The accessing, posting, submitting, publishing, sending or receiving of any materials in violation of applicable law is prohibited. This includes, but is not limited to: copyrighted material; threatening, obscene, disruptive or sexually explicit material; materials that promote illegal behavior; material protected as a trade secret or material that can be construed as harassment or disparagement of others based on their race/ethnicity, gender, sexual orientation, age disability, religion, or political beliefs.
  - b. Use for commercial activities by for-profit institutions is not acceptable.
  - c. Accessing social networking websites such as MySpace.com is not allowed, with the exception of those private bulletin boards, blogs or chat groups that are created by teachers for specific instructional purposes or employees for specific work related communication.
3. **Privileges.** The use of the information is a privilege, not a right, and inappropriate use will result in a cancellation of the privilege. Each person who receives an account will participate in an orientation conducted by a staff member. The administration, staff or faculty of FVSD may request that the system administrator deny, revoke or suspend a specific use account.



*E 6163.4(a)*

## Student Acceptable Technology Use Policy

4. Network Etiquette and Privacy. You are expected to abide by the generally accepted rules of network etiquette. These rules include, but are not limited to the following:
  - a. Be polite and use appropriate language.
  - b. Never reveal your (or anyone else's) home address, personal phone number, or other personal information to fellow students, school personnel, or individuals or companies on the Internet. Only utilize electronic mail, chat rooms, and other forms of direct electronic communications under the direct supervision of school personnel.
  - c. E-mail is not guaranteed to be private. All messages may be reviewed by school officials.
  - d. Do not use the network in any way which would disrupt service by the network to others.
  - e. Do not attempt to alter or interfere with other users' ability to post, send, receive or submit material, nor attempt to delete, copy or modify another users work or identity.
5. Services. FVSD makes no warranties of any kind, whether expressed or implied, for the service it is providing. FVSD will not be responsible for any damages suffered while on the system. These damages include loss of data as a result of delays, nondeliveries, misdeliveries or service interruptions caused by the system or your errors or omissions. Use of any information obtained via the information system is at your own risk. FVSD specifically disclaims any responsibility for the accuracy of information obtained through its services.
6. Security. Security on any computer system is a high priority. If you identify a security problem, notify your principal/the system administrator at once. Never demonstrate the problem to other users. Never use another individual's account. All use of the system must be under your own account. Any user identified as a security risk will be denied access to the information system.
7. Vandalism. Vandalism is defined as any malicious attempt to access, harm, alter, or destroy data of another user or any other agencies or networks that are connected to the system. This includes, but is not limited to, the uploading or creation of computer viruses or hacking. Any vandalism may result in the loss of computer services, disciplinary action, and/or legal referral.

*I understand and will abide by the provisions and conditions of this contract. I understand that any violations of the above provisions may result in disciplinary action, the revoking of my user account, and appropriate legal action. I also agree to report any misuse of the information system to my school principal. All of the rules of conduct described in District Policy 6163.4 apply when I am on the network.*

\_\_\_\_\_  
*Student Name (please print)*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

*As the parent or guardian of this student, I have read this contract and understand that it is designed for educational purposes. Although FVSD has implemented a filtering system designed to restrict minors' access to harmful materials, I understand that it is impossible for the Fountain Valley School District to restrict access to all controversial materials. Therefore, I hereby waive all claims against the District, its officers, agents, or employees, for damages occurring by reason of the student's use of the information system. I also agree to report any misuse of the information system to the school principal.*

*I accept full responsibility for supervision if and when my child's technology use is not in a school setting and may have an impact on school activities.*

*I hereby give my permission to issue an account to my child and certify that the information contained in this form is correct.*

\_\_\_\_\_  
*Parent/Guardian Name (please print)*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*