

CCSNET ACCEPTABLE USE POLICY

Cherokee County Schools' computer network (CCSNet) offers access to software programs, network resources and the Internet. CCSNet offers a unique opportunity to enhance instructional methods, appeal to different learning styles, and meet the educational goals of the board. CCSNet enables users to observe events as they occur around the world, interact with others on a variety of subjects, and acquire access to current and in-depth information. CCSNet resources are provided for educational purposes and personal use must be in accordance with board policy number 6521. The curriculum committee should provide suggestions for using the Internet in the curriculum guides as provided in board policy 3115, Curriculum and Instructional Guides. Teachers are encouraged to further incorporate Internet use into their lesson plans.

Potential users and parents are warned that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. The school district will take reasonable precautions to prevent students and staff from exposure to objectionable materials; however, the user is ultimately responsible for his or her activity on the Internet. Cherokee County Schools will not limit access to materials based on the personal, political or social perspectives of its officials.

Cherokee County Schools employs advanced Internet content filtering software to control, filter, monitor, and report Internet use by users. All staff and students along with parents must sign the Acceptable Use Agreement acknowledging that the user is responsible for appropriate use of the Internet and all forms of electronic communications afforded by CCSNet.

CCSNET GOALS

1. Support Cherokee County Schools' Strategic Priorities and Goals
2. Enhance teaching the North Carolina Standard Course of Study
3. Advance learning opportunities by focusing on the application of skills in information retrieval, searching strategies, research skills and critical thinking, and
4. Promote life-long learning

I. ACCEPTABLE USE

The use of the CCSNet is a privilege, not a right. CCSNet is to be used in a responsible, efficient, ethical, and legal manner, which supports the educational objectives of Cherokee County Schools. When using CCSNet, students, teachers and staff must adhere to all relevant board policies as well as student behavior and employee guidelines. Transmission of any material in violation of federal or state regulation is prohibited. Unacceptable uses include, but are not limited to the following:

- a. Accessing, creating, displaying or transmitting material that is offensive in nature, including material that is obscene, discriminating, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful or pornographic.
- b. Engaging in any illegal activities or accessing material advocating illegal acts or violence, including pornography and hate literature.
- c. Harassing, insulting or attacking others.
- d. Posting information that could be disruptive, cause damage, or endanger students or staff.
- o. Posting false or defamatory information about a person or organization.
- p. Violating copyright/trademark laws
- q. Forwarding confidential communication without the author's prior consent
- e. Utilizing the network for personal profit.
- f. Promoting political and/or campaign information
- g. Posting personal information about yourself or others on the Internet.
- h. Arranging or agreeing to meet with someone you have met online.
- i. Attempting to gain unauthorized access to the CCSNet network.
- j. Attempting to damage computers, computer systems, software, or computer networks.
- k. Downloading files without prior approval from supervising staff.
- l. Changing settings on computers without authorization
- m. Gaining access to CCSNet using a another's username or password

- n. Unauthorized use or destruction of data in folders or files.
- o. Intentionally wasting limited resources. This includes distributing mass e-mail messages, participating in chain letters, creating and participating in unauthorized newsgroups, downloading unauthorized files from the Internet and storing files on file servers without proper authorization.
- p. Accessing e-mail, listserves, chat-rooms, discussion boards or instant messaging software without authorization. Students may only use these devices with the direct knowledge, consent and supervision of an instructor.

DISCIPLINARY ACTION

The following measures can be taken as a result of unacceptable use

- Disciplinary action as defined by Cherokee County Schools' board policy
- Restitution of costs incurred through damage, including loss and/or repair
- Limitation or cancellation of user privileges
- Criminal prosecution
- Staff: Reprimand/Suspension/Dismissal
- Student: Disciplinary sanctions

II. SECURITY

Security on any computer system is a high priority, especially when the system involves many users. Attempts to log in to the system as any other user, share a password, or to allow a security breach will result in disciplinary action. If a security problem is identified, notify the system administrator, immediately. Do not demonstrate the problem to other users. Messages relating to or in support of illegal activities may be reported to proper authorities.

III. Privacy

No right of privacy exists for any communication or transmission using CCSNet. To insure compliance with board policy and applicable laws and regulations, the school district may review files stored on district servers and individual computer hard drives. Administrators also may intercept any e-mail communications including those provided by outside vendors (e.g., Hot Mail, Yahoo, Excite, et al.) if those accounts are accessed through the school network. Confidential files (e.g. personnel files, Exceptional Children's records, and other similar electronic data repositories) are to be accessed only by authorized personnel. Nothing shall prohibit authorities with proper process from executing legal orders.

IV. Disclaimer

Cherokee county Schools makes no warranties of any kind, whether express or implied, for the service it is providing. Cherokee County Schools will not be responsible for any damages suffered, including loss of data from delays, non-deliveries, service interruptions, or inaccurate information. The user accepts personal responsibility for any information obtained or sent via the network, including the sharing of or financial personal information.

Legal Reference: U.S. Const. amend. I; 17 U.S.C. 100et seq.; Electronic Communications Privacy Act, 18 U.S.C. 2510-2522; Family Educational Rights and Privacy Act, 20 U.S.C. 1232g; G.S. 115C-391, -325(e)

Cross Reference: Curriculum and Instructional Guides (policy 3115), Technology in the Educational Program (policy 3220), Copyright Complaint (policy 3230/7330), Standards of Expected Student Behavior (policy 4310), Public Records (policy 5070), Staff Responsibilities (policy 7300)

Adopted: October 8, 2002

STUDENT AGREEMENT

I understand and will abide by the regulations outlined in the *Computer Network Acceptable Use Policy*. I further understand that any violation will result in the loss of access privileges, school disciplinary action, and possible criminal prosecution.

Student Name (Print): _____

User Signature: _____ **Date:** _____

As the parent or guardian of _____, I have read the *Computer Network Acceptable Use Policy*. I understand that this access is designed for educational purposes only and that Cherokee County Schools will make every effort to monitor student use of the Internet. I also recognize that it is impossible for the Cherokee County Schools to restrict access to all objectionable materials. However, I accept full responsibility for my child's compliance and hereby give my permission for my child to use the Internet.

Parent or Guardian's Name (Print): _____

Signature: _____ **Date:** _____

STAFF AGREEMENT

As an employee of Cherokee County Schools, I hereby agree to comply with the regulations stated in the *Computer Network Acceptable Use Policy*, as well as other regulations established to protect the integrity of electronic resources. I will communicate over the network in a responsible fashion and honor all relevant laws and restrictions.

- I have a clear understanding that CCSNet is to be used in a responsible manner in the performance of my duties as assigned by Cherokee County Schools.

Signature _____

Printed Name _____

Date _____

Social Security # _____