

## **Electronic Communications System**

The Board recognizes that the district has implemented information technology systems that allow unprecedented opportunities for students, staff and patrons to communicate, learn, access and publish information. These information systems include, but are not limited to, telecommunications systems and computer systems as well as any information or services that may be accessed through them. Information technology specifically includes the Internet, as well as any other electronic means of content creation, information retrieval, publishing or communication. The Board believes that the resources available through this system and the skills that students will develop in using the information systems are of significant value in the learning process and student success in the future and that these systems will allow staff to work more efficiently and effectively. These new opportunities also pose many challenges including, but not limited to, enabling access for all students and staff, ensuring appropriateness of available material, developing and executing a security process, and maintaining as well as managing the cost of ever more elaborate systems. The district will endeavor to ensure that these concerns are appropriately addressed and that all system use be in compliance with all applicable provisions of the Child Internet Protection Act and the acceptable Internet use provisions of the Oregon Public Education Network and the Internet Service Provider.

By instituting this system, the Board intends only to provide a means for educational activities. Educational activities include classroom activities, professional and career development and limited high-quality personal educational research. Student use of technology systems will also be governed by the Student Code of Conduct. Employee use will also be governed by district employment policy and the collective bargaining agreement. The district dedicates the property comprising the system, and grants access to it by users, only for the educational activities authorized under this policy and procedures and under the specific limitations contained therein and does not intend to create first amendment forum for free expression purposes.

The Board directs the superintendent, or designee, to provide training and procedure that encourage the widest possible access to electronic information technology systems by students, staff and patrons while establishing reasonable controls for the lawful, effective and appropriate use and management of the system.

### **Responsibilities**

1. The superintendent, or his/her designee, will serve as the district's Electronic Communications Coordinator, to oversee the District's information technology systems.
2. The Electronic Communications Coordinator or his/her designee, will serve as the district's Electronic Communications Coordinator to develop systems and strategies to guide technology in the district to meet the needs of the students, staff and patrons while establishing reasonable controls for the lawful, effective, and appropriate use and management of the system.

3. Each district building and facility is to have a building level Electronic Communications Coordinator. The building level representative will be the building principal or building administrator at other facilities or their approved designee. The building level representative will approve building level activities in consultation with the district Electronic Communications Coordinator. The building level representative will take measures to be aware of their respective buildings' technology needs and make the Electronic Communications Coordinator aware of these needs, ensure that staff receive proper training in the requirements of this policy, establish a system that ensures adequate supervision of students using the district system, and be responsible for interpreting the acceptable use policy at the building level.
4. The superintendent or his/her designee is authorized to develop administrative regulations and agreements for the use of technology that are in accord with this policy statement and any other applicable district policies, including the student code of conduct. The regulations will include, but are not limited to:
  - a. Acceptable use policies for users;
  - b. Acceptable equipment and software purchase policies and guidelines;
  - c. The level of service and access provided at various grade levels;
  - d. District web site regulations;
  - e. Agreements for users and informational material for parents and patrons;
  - f. Selection and implementation of electronic measures for the purpose of filtering inappropriate material as defined by the Child Internet Protection Act.

Administrative rules will be consistent with guidelines provided by the ESD, the Oregon Department of Education, the Government Standards and Practices Commission and will include a complaint procedure for reporting violations.

Failure by anyone to abide by district policy and administrative rules governing use of the district's information technology systems may result in suspension and/or revocation of district information technology system access. Additionally, student violations will result in discipline up to and including expulsion. Employee violations will result in discipline up to and including dismissal. Violations of law will be reported to law enforcement and to the appropriate ODE agency(ies). Fees, fines, recovery costs or other charges may also be imposed.

### **District Liability Limitation**

The district makes no warranties of any kind, either expressed or implied, that the functions or services provided by or through the district Electronic Communications systems will be error-free or without defect. The district will not be responsible for any damage users may suffer, including but not limited to loss of data or interruption of service. The district is not responsible for the accuracy or quality of information obtained through or stored within the district's information technology system. The district will not be responsible for financial obligations arising through unauthorized use of the district's information technology system. Users will indemnify and hold the district and ESD harmless from any loss sustained as the result of intentional misuse of the district information technology system.

## END OF POLICY

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### Legal Reference(s):

ORS 30.765  
ORS 133.739  
ORS 163.435  
ORS 164.345  
ORS 164.365  
ORS 167.060  
ORS 167.065  
ORS 167.070  
ORS 167.080  
ORS 167.087

ORS 167.090  
ORS 167.095  
ORS Chapter 192  
ORS 332.107  
ORS 336.222  
ORS 339.250  
ORS 339.260  
ORS 339.270

OAR 581-021-0050  
OAR 581-021-0055  
OAR 584-020-0040  
OAR 584-020-0041

Children's Internet Protection Act, 47 U.S.C. Sections 254 (h) and (i); 47 CFR Section 54.520 (2001).  
Copyrights, Title 17, as amended, United States Code; 19 CFR Part 133 (2000).  
*Oregon Attorney General's Public Records and Meetings Manual*, pp. 24-26, Appendix H, Department of Justice (2001).  
Safe and Drug-Free Schools and Communities Act, 20 U.S.C. Sections 7101-7117.  
Drug-Free Workplace Act of 1988, 41 U.S.C. Sections 701-707; 34 CFR Part 85, Subpart F.  
Controlled Substances Act, 21 U.S.C. Section 812, schedules I through V, 21 CFR 1308.11-1308.15 (2000).  
Drug-Free Schools and Communities Act Amendments of 1989, P.L. 101-226, 103 Stat. 1928.  
Americans with Disabilities Act of 1990, 42 U.S.C. Sections 12101-12213; 29 CFR Part 1630 (2000); 28 CFR Part 35 (2000).  
Family Educational Rights and Privacy Act, 20 U.S.C. Section 1232g; 34 CFR Part 99 (2000).  
Oregon Government Standards and Practices Commission, Advisory Opinion No. 98A-1003 (July 9, 1998).  
No Child Left Behind Act of 2001, P.L. 107-110, Title II, Section 2441.