

Network and Internet Use

The purpose of staff access to the network and the Internet is to promote educational excellence among the ESD and component districts through facilitation resource sharing, innovations, and communications. The ESD retains ownership and control of its computers, hardware, software and data at all times. To maintain system integrity, monitor network etiquette, and ensure that those authorized to use the ESD's system are in compliance with board policy, administrative regulations and law, administrators may routinely review user files and communications. The ESD will inform system users that files and other information, including E-mail, generated or stored on ESD servers, are not private and may be subject to such monitoring. Use of the Internet is a privilege, not a right, and inappropriate use will result in cancellation of those privileges.

Additionally, student violations may result in discipline up to and including removal from ESD programs. Staff violations may also result in discipline up to and including dismissal. Fees, fines, or other charges may be imposed. A referral to law enforcement may be made. Acceptable uses of the network and Internet include activities that support learning and teaching.

General Use Prohibitions/Guidelines/Etiquette

Operation of the ESD's system relies upon the proper conduct and appropriate use of system users. Students, staff, and others granted system access are responsible for adhering to the following prohibitions and guidelines which require legal, ethical, and efficient utilization of the ESD's system.

Prohibitions

The following conduct is strictly prohibited:

1. Attempts to use the ESD's system for commercial or personal gain purposes.
2. Attempts to use, reproduce, or distribute material on the ESD's system in violation of copyright law or applicable provisions of use or license agreements.
3. Attempts to degrade, disrupt, or vandalize the ESD's equipment, software, materials, or data or those of any other user of the ESD's system or any of the agencies or other networks connected to the ESD's system. This prohibition includes attempts to gain unauthorized access to restricted information, networks, other user's accounts or files.
4. Attempts to evade, change, or exceed resource quotas or disk usage quotas.

5. Attempts to intentionally access or download any text file or picture or engage in any conference that includes materials which is libelous, obscene, indecent, vulgar, profane, or lewd; advertises any product or service not permitted to minors by law; constitutes insulting or fighting words, the very expression of which injures or harasses others; or presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption or the proper and orderly operation of the ESD or ESD activities, will cause the commission of unlawful acts or violation of lawful Board policies and/or administrative regulations.
6. Attempts to gain access to any service via the ESD's system that has a cost involved or attempts to incur other types of unauthorized costs. The user accessing such services will be responsible for these costs.
7. Attempts to post or publish personal student contact information unless authorized by the system coordinator or teacher. Personal contact information includes photograph, age, home, school or work addresses or phone numbers.
8. Attempts to arrange student meetings with anyone on the ESD's system, unless authorized by the system coordinator or teacher and with prior parent approval.

Guidelines/Etiquette

System users will:

1. Adhere to the same standards for communicating on-line that are expected in the classroom and consistent with board policy and administrative regulations.
2. Respect other people's time and cyberspace. Use real-time conference features such as talk/chat/Internet relay chat only as approved by the supervising teacher or system coordinator. Avoid downloading excessively large files. Remain on the system long enough to get needed information then exit the system.
3. Communicate only with such users and/or sites as may be authorized by the ESD.

User Responsibility

The person in whose name an account is issued will be responsible at all times for its proper use. No one will use another individual's account without permission from that individual.

Security on a computer system is high priority, especially when the system involves many users. Users identifying a security problem will notify their supervisor.

Any user identified as a security risk or having a history of problems with other computer systems will be denied access.

END OF POLICY

Legal Reference(s):

[ORS 334.125](#)