

HONDO VALLEY PUBLIC SCHOOLS

2010-2011



INTERNET AGREEMENT

August 18, 2010

Dear Parent(s):

The Hondo Valley Public Schools District now has the ability to enhance your child's education by providing access to the school district's computer system and the Internet. It allows your child the opportunity to access a variety of information resources, share information, learn concepts, and communicate with children and adults from other parts of the country and world. It is our intent to provide an Internet environment that is safe and appropriate for the maturity level and need of student users. Internet access by students will be monitored by district personnel and the degree of access to the Internet will be dependent upon the age of students.

Your child can obtain Internet access by signing the enclosed release form. We are requiring all students to have parental permission on file in order to receive Internet access.

Hondo Valley Public School District is using PVT T1 as our access to the Internet. Once students become knowledgeable in the use of the Internet, they may discover how to access inappropriate or controversial information. We have installed web-filtering software, which allows us to screen out web sites which may be inappropriate, however we cannot guarantee that students will not locate this type of material as they explore the Internet's resources, given the huge number of new web sites being created daily.

Use of the Internet is an educational opportunity that requires users to act responsibly, ethically, and in accordance with network use guidelines. Although we will be providing supervision, the student shall be responsible for his/her conduct and compliance with School Board Policy on the Internet.

If you wish your child to have access to the Internet, please review the attached Computer and Internet Code of Conduct and District's Acceptable Use Procedures with your child. You and your child must both sign the Student User Computer and Internet Access Release Form indicating your agreement with conditions for Internet use. The signed release form must be returned to your child's school before access will be provided.

Sincerely,

Andrea M. Nieto,
Superintendent

Purpose: the purpose of this policy is to provide the procedures, rules, guidelines and code of conduct for the use of technology and the information network in the Hondo Valley Public School District. Use of technology is a necessary element of the School District educational mission, but is furnished to staff and students as a privilege, not a right. The School District seeks to protect legitimate users of technology by establishing limits on such use and sanctions for those who abuse the privilege. Eliminating computer abuse provides more computing resources for users with legitimate needs.

Definitions: The definition of information networks is any configuration of hardware and software, which connects users. The network includes all of the computer hardware, operating system software, applications software, stored text and data files. This includes electronic mail, local databases, externally accessed databases, CD-Rom, recorded magnetic or optical media, clip art, digital images, digitized information, communication technologies and new technologies as they become available. Stand alone work stations are also governed by this policy on acceptable use of the School District computer system. As used herein, the user shall mean the system operations, staff members, account holders, and authorized students afford access and use of them School District computer system as part of the School District curriculum under the supervision and as monitored by an authorized user.

Introduction: Hondo Valley Public School District provides resources for teaching and learning, communication services, and business data services by the acquisitions of computer equipment and maintaining access to local, regional, national, and international sources of information. The School District permits use of its

computer system and information resources by students and staff who must maintain respect for the public trust through which they have been provided, in accordance with policy and procedures established by School District. These procedures do not attempt to articulate all required prescribed behavior by its users. Successful operation of the computer system and network requires that all users conduct themselves in a responsible, decent, ethical, polite manner while using the network. The user is ultimately responsible for his/her action actions in accessing network services.

Guidelines:

1. Access to the computer system, information networks and to the information technology environment within the School District's System is a privilege and must be treated as such by all users of the network and its associated systems.
2. The School District's system will be used solely for the purpose of research, education, and school-related business and operations.
3. The authorized user shall only use any system which requires password access or for which the School District requires an account, such as Internet. Account owners are ultimately responsible for all activity under and Internet Code of Conduct.
4. The School District's technological resources are limited. All users must exercise prudence in the shared use of this resource. The School District reserves the right to limit use of such resources if there are insufficient funds, accounts, storage, memory, or if an individual user is determined to be acting in an irresponsible or unlawful manner.

5. All communications and information accessible and accessed via the School District's system is and shall remain the property of the School District.
6. Students use shall be supervised and monitored by system operators and authorized staff and shall be related to the School District curriculum.
7. Any defects or suspected abuse in system accounting, security, hardware or software, shall be reported to the system operators.

Unacceptable Use:

The Hondo Valley Public School District has the right to take disciplinary action, remove computer and networking privileges, or take legal action or report to proper authorities, any activities characterized as unethical, unacceptable or unlawful.

Unacceptable use activities constitute, but are not limited to, any activity through which any user:

1. Violates such matters as institutional of third party copyright, license agreements or other contract. The unauthorized use of and/or copying of software is illegal.
2. Interferes with or disrupt other network users, services or equipment. Disruptions include but are not limited to, distribution of unsolicited advertising propagation of computer viruses or worms, distributing quantities of information that overwhelm the system (chain letters, network games, etc.) and/or using the network to make unauthorized entry into any other resource accessible via the network.
3. Seeks to gain or gains unauthorized access to information resources, obtain copies of, or modifies files or other data, or gains and communicates password belonging to other users.

4. Users or knowingly allows another to use any computer, computer network, computer system, program, or software to devise or execute a scheme to defraud or to obtain money, property, services, or other things of value by false pretenses, promises, or representations.
5. Destroys, alters, dismantles, disfigures, prevents rightful access to, or otherwise interferes with the integrity of computer-based information resources, whether on stand alone or networked computers.
6. Invades the privacy of individuals or entities.
7. Uses the network for commercial or political activity of personal or private gain.
8. Installs unauthorized software for use on district computers.
9. Uses the network to access inappropriate materials.
10. Uses the School District system to compromise its integrity (hacking software) or accesses, modifies, obtains copies of or alters restricted or confidential records of files.
11. Submits, publishes or displays any defamatory, inaccurate, racially offensive, abusive, obscene, profane, sexually oriented, or threatening materials or messages either public or private.
12. Uses the School District system for illegal, harassing, vandalizing, inappropriate, or obscene purposes, or in support of such activities is prohibited. Illegal activities shall be defined as slurs, comments, jokes, innuendoes, unwelcome compliments, cartoons, pranks, and/or other verbal conduct relating to an individual which: (a) has the purpose or effect of creating an intimidating, hostile or offensive environment; (b) has the purpose or effect of unreasonably

interfering with an individual's work or school performance; or (c) interferes with school operations. Vandalism is defined as any attempt to harm or destroy the operating system, application software or data. Inappropriate use shall be defined as a violation of purpose and goal of the network. Obscene activities shall be defined as a violation of generally accepted social standards in the community for use of a public-owned and operated communication device.

13. Violates the School District Computer and Internet Code of Conflict.

School District's Rights and Responsibilities:

1. Monitor all activity on School District's system.
2. Determine whether specific uses of the network are consistent with this acceptable use policy or the Computer and Internet Code of Conduct.
3. Remove a user's access to the network at anytime it is determined that the user is engaged in unauthorized activity or violating this acceptable use policy or the Computer and Internet Code of Conduct.
4. Respect the privacy of individual electronic data. The district will secure the consent of users before accessing their data, unless required to do so by law or policies of the Hondo Valley Public School District.
5. Take prudent steps to develop, implement and maintain security procedures to ensure the integrity of individual and district files. However, information on any computer system cannot be guaranteed to be inaccessible by other users.
6. Attempt to provide error free and dependable access to technology resources associated with the School District system. However, the district cannot be held

liable for any information that may be lost, damaged, or unavailable due to technical or other difficulties.

7. Ensure that all student users complete and sign an agreement to abide by the district's acceptable use policy and administrative regulations. All such agreements will be maintained on file in the school office.

Violations/Consequences:

1. Students:

(a) Students who violate this policy or the Computer and Internet Code of Conduct shall be subject to revocation of district system access up to and include permanent loss of privileges, and discipline up to and including expulsion.

(b) Violations of law will be reported to law enforcement officials.

(c) Parents and/or students in accordance with existing district procedures for suspension or revocation of student privileges may appeal disciplinary action.

2. Staff:

(a) Staffs who violate this policy or the Computer and Internet Code of Conduct shall be subject to discipline, up to and including suspension, termination or discharge, in accordance with board policy, negotiated agreements and applicable law.

(b) Violations of law will be reported to law enforcement officials.

School District Computer and Internet Code of Conduct

Use of the School District computer system and access to the Internet by students and staff of Hondo Valley Public School District shall be in support of education and research that is consistent with the mission and curriculum of the School District. Internet use is limited to those people who have been issued district-approved accounts.

Use will be in accordance with the district's Acceptable use procedures and this Code of Conduct:

1. Keep confidential and protect all computer and Internet passwords, access codes or logon information from disclosure to others.
2. Respect the privacy of other users. Do not use other users' password. Unauthorized use of passwords, access codes or other confidential account information may subject the user(s) to discipline, and to both civil and criminal liability.
3. Be ethical and courteous. Do not send hate, harassing or obscene mail, discriminatory remarks, or demonstrate other antisocial behaviors. State law prohibits the use of electronic communications facilities to send fraudulent, harassing, obscene, indecent, profane, intimidating or other unlawful messages. See NMSA 1978, 30-45-1 ET seq.
4. Maintain the integrity of files and data. Do not modify or copy files/data of other users without their consent.
5. Treat information created by other as the private property of the creator. Respect copyrights. Software protected by copyright shall not be copied except as licensed and stipulated by the copyright owner.
6. Use the network in a way that does not disrupt its use by other. Do not use the Internet for commercial purpose. Transmission of commercial or personal advertisements, solicitations, promotions, destructive programs or other unauthorized use unrelated to the mission or curriculum of the School District is prohibited.
7. Do not destroy, modify, or abuse the hardware or software in any way. Users shall report any suspected abuse, damage to equipment or tampering with files to the School District system operations.
8. Do not develop or pass on programs that harass other users or infiltrate computer or computing system and/or damage the software components of a computer or computing system, such as viruses, worms, "chain" messages, global mailing, ResEdit, etc. do not "hack" the system. Attempt to gain unauthorized access to confidential information privacy protections on internal files or non-public restricted files, accounts, and may subject the user to civil or criminal liability.
9. Do not use the Internet to view, access, download or process pornographic, obscene, indecent, profane or otherwise inappropriate material.
10. Use of the system to access games and use of computer time for game playing shall be restricted solely to instance directed and monitored by

instructional staff and is limited to games which address educational goals.

In addition to disciplinary sanctions which the School District may impose upon students or staff under applicable policies, code of conduct or administrative regulations, the District reserves the right to remove a user's account and deny use and access of the computer system if it is determined that the user is engaged in unauthorized activity or is violating this code of conduct.

Student Computer Use and Internet Access Release Form

As a condition to use of the School District's computer system, including access to and use of the Internet, I understand and agree to the following:

1. to abide by the School Board's Policy on Acceptable and its Computer and Internet Code of Conduct.
2. That School District administrators have the right to review any materials created or stored in any files I may create and edit or remove any materials which they, in their sole discretion, believe may be unlawful, obscene, abusive, or otherwise objectionable and I hereby Waive any right of privacy which I may otherwise have to such material.
3. That the Hondo Valley Public School District will not be liable for any direct or indirect, incidental or consequential damage due to information gained and/or obtained via use of the School District's computer system including, without limitation, access to public networks.
4. That the Hondo Valley Public School District does not warrant that the functions of the School District computer system or any of the networks accessible through the system will meet any specific requirements you may have, or that the School District computer system will be error-free or uninterrupted.
5. That the Hondo Valley Public School District shall not be liable for any direct or indirect, incidental or consequential damages (including lost data or information) sustained or incurred in connections with the use, operations, or inability to use the School District computer system.
6. That the use of the School District computer system, including use to access public computer networks, is a privilege which may be revoked by School District administrators at any time for violation of the district's Acceptable Use Procedures and Code of Conduct. School District administrators will be the sole arbiter(s) of what constitutes a violation of the policy or Code of Conduct.
7. In consideration for the privilege of using the School District computer system and in consideration for having access to the public networks, I hereby release Hondo Valley Public School District, School Board, its members, administrators and employees, including its computer operators.

8. Do not develop or pass on programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computing system, such as viruses, worms, "chain" messages, global mailing, ResEdit, etc. Do not "hack" the system. Attempts to gain unauthorized access to confidential information or private directories maintained by the School District or to circumvent privacy protections internal files or non-public restricted files, accounts or directories of any external source is a violation of this code of conduct, and may subject the user to civil or criminal liability.
9. Do not use the Internet to view, access, download or process pornographic, obscene, indecent, profane or otherwise inappropriate material.
10. Use of the system to access games and use of computer time for game playing shall be restricted solely to instances directed and monitored by instructional staff and is limited to games which address educational goals.

In addition to disciplinary sanctions which the School District may impose upon students or staff under applicable policies, codes of conduct or administrative regulations, the District reserves the right to remove a user's account and deny use and access of the computer system if it is determined that the user is engaged in unauthorized activity or is in violation of this code of conduct.