

Barker Central School District Technology Acceptable Use Agreement

Barker Central School students are required to submit a completed Barker Central School Technology Acceptable Use Agreement to the Barker Central School Technology Department before access to the district computer network is granted at the start of the school year. Please read this document and complete all information on page 4 and submit completed form to the school office or Technology Department prior to the end of the school year.

Barker Central School District is pleased to offer district students access to the district computer network and the Internet. Use of our network will provide district students access to numerous software programs and the Internet for educational purposes.

Mission Statement

The mission of Barker Central School is to improve learning and teaching through interpersonal communication, student access to information, research, teacher training, collaboration and dissemination of successful educational practices, methods and materials.

Usage Guidelines

Network account holders are responsible for appropriate behavior when using the district computer network. It is expected that all network account holders will comply with district standards and regulations as described in the Barker Central School Student Handbook. Each network account holder is held responsible for his/her actions and activity within his/her account. Some examples of unacceptable use are:

- Using the network for any illegal activity, including plagiarism or violation of copyright laws;
- Damaging or disrupting network equipment, software or system performance;
- Altering the configuration of any computer or network device;
- Gaining unauthorized access to network resources or entities;
- Transferring or installing any hardware/software program;
- Using the network in an unsupervised setting;
- Using another person's network account;
- Playing Internet games or other computer games without specific permission from a teacher or staff member;
- Using, accessing or transmitting profane, offensive, prejudicial or inappropriate material or language;
- Using technology in a way that is inconsistent with existing Barker Central School rules as documented in the Barker Central School Student Handbook.

Netiquette

- Be polite.
- Use appropriate language.
- Do not reveal any personal information about yourself or others.
- Always use common sense and think about the decisions you are making.

Penalties

Infractions of this Technology Agreement will result in punishments consistent with Barker Central School disciplinary procedures. The penalties can include but are not limited to:

- Technology restrictions:
 - 1st Offense: One (1) school month of no computer use except for directed lessons or completion of an assignment with direct physical supervision of the assigning teacher. In addition, in-school suspension will be assigned for one day.
 - 2nd Offense: Six (6) school months of no computer use except for directed lessons or completion of an assignment with direct physical supervision of the assigning teacher. In addition, three (3) days of in-school suspension will be assigned.
 - 3rd Offense: One (1) school year of no computer use except for directed lessons or completion of an assignment with direct physical supervision of the assigning teacher. In addition, off-site suspension (O.S.S.) will be assigned for a minimum of three (3) days and a maximum of five (5) days.
- In-school suspension;
- Suspension from school;
- Parent conference

INFORMATION SERVICE CONTRACT

We are pleased that electronic information services are available to students and staff in our district. The Barker Central School District strongly believes in the educational value of such electronic services and recognizes the potential of such to support curriculum and student learning in our district. Our goal in providing these services is to promote educational excellence by facilitating resource sharing, innovation and communication. Barker Central School District will make every effort to protect students and teachers from any misuse or abuse 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 electronic information services.

Please read this document carefully. When signed by you and your parent or guardian, it becomes a legally binding contract. We must have all required signatures before we can provide you with an access account.

Listed below are the provisions of this contract. If any user violates these provisions, access to the electronic information service may be denied and he/she may be subject to disciplinary action.

TERMS AND CONDITIONS OF THIS CONTRACT

1. PERSONAL RESPONSIBILITY

As a representative of this school, students and staff will accept personal responsibility for reporting any misuse of the network to the Technology Coordinator. Misuse of the network includes, but is not limited to, the alteration of a system configuration, disruption or

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degradation of hardware, software or system performance, or any data file(s) created, sent or received that indicate or suggest pornography, unethical or illegal solicitation, sexism, inappropriate language and other issues described below. All the rules of conduct described in the district Student and Teacher Handbooks apply when you are on the network.

2. ACCEPTABLE USE

The use of an assigned account must be in support of education and research and with the educational goals and objectives of the Barker Central School District (These may be found in the district document entitled “Barker Central School District Technology Plan 5th Edition”). The user is personally responsible for this provision at all times when using the electronic information services.

The inappropriate use of electronic information resources can be a violation of local, state and federal laws and users can be prosecuted for violating those laws. Please be advised of the following guidelines:

- a. Use of other organizations’ networks or computing resources must comply with rules appropriate to that network;
- b. Transmission of any material in violation of United States law or other state organization law is prohibited. This includes, but is not limited to: copyrighted material, threatening material, or material protected by trade secret;
- c. Use of commercial activities by for-profit institutions is generally not acceptable;
- d. Use of product advertisement or political lobbying is prohibited;
- e. Use of profane, offensive, prejudicial or inappropriate material or language is prohibited.

3. TRAINING

Each person who receives an account will participate in an orientation or training course with a member of the Technology Department as to proper behavior and use of the network. The Barker Central School District Technology Coordinator (operating under the aegis of the school board and the district office) will decide what is appropriate use and their decision is final. The Technology Coordinator may close an account at any time. The administration, staff, or faculty of the Barker Central School District may request that the Technology Coordinator deny, revoke or suspend specific user accounts.

4. PRIVACY

Data files and other electronic storage areas will be treated like school lockers. This means that such areas shall be considered to be school district property subject to control and inspection. The Technology Coordinator may access all such files and communications to insure system integrity and that users are complying with the requirements of this agreement and accompanying regulations. Students should NOT expect that information stored on the Barker Central School District computer system will be private.

5. SERVICES

The Barker Central School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. Barker Central School District will not be responsible for any damages suffered while using this system. These damages include loss of data as a result of delays, non-deliveries, mis-deliveries, or service interruptions caused by the system or your errors or omissions. Use of any information obtained via the electronic information system is at your own risk. Barker Central School District specifically disclaims any responsibility for the accuracy of information obtained through its services.

6. SECURITY

Security on any computer system is a high priority because there are so many users. If you identify a security problem, notify the Technology Coordinator at once. Never demonstrate the problem to other users. 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 harm or destroy the 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 any physical damage to equipment. Any vandalism will result in the loss of computer services, disciplinary action and legal referral.

8. INTERNET CONTENT FILTERING/SAFETY POLICY

The Barker Central School District has implemented an Internet filtering system on all networked computers through Erie 1 BOCES that strives to block access to objectionable Internet sites. Barker Central School feels that the benefits to students from access to the Internet exceed possible disadvantages. Students may obtain access to the Internet through the electronic information systems with the approval of a parent/guardian. Utilization of the Internet must be in support of, and consistent with, the educational goals and objectives of the Barker Central School District. When using the Internet, all users must adhere to the requirements of this agreement and accompanying regulations and existing Barker Central School rules as documented in the Barker Central School Student Handbook.

In compliance with the Children’s Internet Protection Act (CIPA) and Regulations of the Federal Communications Commission (FCC), the Barker Central School District has adopted and will enforce this Internet Safety Policy that ensures the use of technology protection measures on all District computers with Internet access. Such technology protection measures apply to Internet access by both adults and minors with regard to obscene visual depictions, child pornography, or, with respect to the use of computers by minors, considered harmful to such students. Further appropriate monitoring of online activities of minors, as determined by the building/program supervisor, will also be enforced to ensure the safety of students when accessing the Internet. Please be advised of the following guidelines:

1. Students are not allowed to engage in an online activity unless under the direct supervision of a Barker Central School employee.
2. The use of any email account not assigned to you by Barker Central Schools is prohibited. The use of Barker Central School email will be strictly monitored. Use of the email system must be under the direct supervision of a Barker Central School approved email sponsor.
3. Use of chat rooms and/or other forms of direct electronic communications is prohibited unless directed and supervised by a Barker Central School District teacher or administrator.
4. Students should not attempt unauthorized access or other unlawful activities while online.

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5. Students should not post or send personal contact information about self or other people on the Internet. Personal contact information includes but is not limited to home address, home telephone number(s), work address, etc.
6. Students should not download, upload or install program files.
7. Additional Internet plug-ins should not be installed by students. Students should notify a teacher if additional configuration is needed.
8. Students should not transmit profane, offensive, prejudicial or inappropriate material or language.
9. Students are not allowed to play games or listen to music through the Internet unless directed and supervised by a Barker Central School District teacher or administrator.
10. Students should check copyright permissions before downloading any data, such as images, from the Internet.

9. DATA, DISKS, CDS, DVDS AND OTHER STORAGE DEVICES

1. Students should save all data to their assigned home directory (Drive H:) unless directed by a teacher to do otherwise.
2. Student home directories should be cleaned and virus scanned on a regular basis.
3. Students may not store software programs in home directories.
4. Floppy disks may be purchased from the school store.
5. Floppy disks brought from outside the school must be virus scanned before used on district equipment. Use the Scan Drive A icon to complete this task.
6. Floppy disks and CDs taken home should be virus scanned before used on a home computer.
7. Music CDs are not to be used in school computers unless they are being used for a specific school project.

10. COMPUTER LAB RULES

Computer labs are available for student use during the school day. Students who wish to use a computer lab need to obtain a pass from a teacher. Teachers will call the lab to see if computers are available before sending students. Students are expected to treat all computer lab equipment with respect and report any faulty equipment to supervising staff.

Lab Rules:

1. No food or drink in computer labs.
2. Computer labs are to be used for assigned educational projects only.
3. Students will display appropriate identification while using computers in a lab (i.e. agenda book or I.D. card).
4. Students will occupy only one computer at a time.
5. Students will be respectful of other students and all computer lab equipment. Students will leave the equipment in the same condition in which they found it and report any problems to supervising staff.
6. Students will use discretion when printing.
7. Students will not use speakers without the permission of supervising staff. Headphones are available upon request from supervising staff.
8. Students will log out using the log out icon or shut down properly at the end of the day.

MULTIMEDIA CENTER ACTIVITIES

The Multimedia Center AV/Video equipment is available for student use through participation in morning announcements, video club, computer club or a teacher-sponsored project. Students must be trained by Technology Department staff before operating any of the equipment. Students are expected to treat Multimedia Center equipment with care and notify a teacher if any equipment is damaged or faulty. Students will exhibit appropriate behavior when participating in morning announcements. All morning announcements are videotaped.

Barker Central School Consent and Waiver

By signing the Consent and Waiver form, the student and his/her parent(s) or guardian(s) agree to abide by the Technology Agreement rules and code of ethics for Barker Central School electronic information system users. The student and his/her parents should discuss and understand the rights and responsibilities described by these rules and codes.

Because students will have access to Internet, which allows students to contact computer systems around the world and share information, learn concepts, do research projects and communicate with others, they will have a new and powerful tool that adds a new dimension to their educational experience. Unfortunately, some of the sites on Internet may contain material that is illegal, defamatory, inaccurate or offensive to some people. We wish to assure you that Barker Central School does not condone or permit the use of such material in the school environment and will make every reasonable effort to insure that unauthorized exploration of Internet does not occur.

In consideration for using the Barker Central Schools computer system and in consideration for having access to information contained on it or accessible through it, we hereby release the Barker Central School District's Board of Education, administration, staff and BOCES from any and all claims of any nature arising from the use, misuse, or inability to use the Barker Central Schools computer system or the Internet. We further understand that failure to comply with these rules and codes may result in loss of computing/Internet rights and may result in criminal charges being filed.

Please complete the form on the following page and return this entire packet to the school office or the Barker Central School Technology Department.

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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 as described above to the Technology Department system administrator.

I HAVE READ AND UNDERSTAND THE BARKER CENTRAL SCHOOL DISTRICT TECHNOLOGY ACCEPTABLE USE AGREEMENT. I UNDERSTAND THAT THIS AGREEMENT WILL REMAIN IN EFFECT WHILE I AM ENROLLED AT THE BARKER CENTRAL SCHOOL DISTRICT UNLESS AN UPDATED AUA SUPERSEDING THIS AGREEMENT HAS BEEN SUBMITTED TO THE BARKER CENTRAL SCHOOL TECHNOLOGY DEPARTMENT.

SIGNATURE OF STUDENT

DATE

STUDENT NUMBER

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**GRADE LEVEL FOR
2009-2010**

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As the parent or guardian of this student, I have read this contract and understand that it is designed for educational purposes. I understand that it is impossible for the Barker Central School District to restrict access to all controversial materials and I will not hold the Barker Central School District responsible for materials acquired on the network. I also agree to report any misuse of the information system as described above to the Technology Department system administrator.

I hereby give my permission to issue an account for my child and certify that the information contained on this form is correct. The signature of a parent or guardian who has read this contract is required.

I HAVE READ AND UNDERSTAND THE BARKER CENTRAL SCHOOL TECHNOLOGY ACCEPTABLE USE AGREEMENT.

I hereby give permission for _____
(Please print full student name)

TO HAVE ACCESS TO THE COMPUTING SYSTEMS AND INTERNET WHILE ENROLLED AT THE BARKER CENTRAL SCHOOL DISTRICT.

Parent/Guardian Signature

Date