Computer Technology Acceptable Use Policy

Revised 9/25

The McComb Board of Education is committed to the effective use of technology to enhance the quality of student learning and the efficiency of District operations. It is also recognized that safeguards have to be established to ensure that the District's investment in both hardware and software is achieving the benefits of technology and inhibiting negative side effects.

Appropriate use should always reflect academic honesty, high ethical and moral responsibility, and show restraint in the consumption of shared resources.

All McComb rules, particularly those pertaining to dishonesty and language, are applicable to all users of computers and related technologies. This document is intended to clarify those rules as they apply specifically to the local network and Internet usage. Rules and regulations are subject to change by the administration.

In addition to the loss of network use for inappropriate conduct, the District reserves the right to apply disciplinary action and/or civil or criminal action as deemed necessary against those engaging in inappropriate activities.

Staff, students, or community members (herein referred to as USERS) who are specifically authorized to use the District's computers or on-line services shall comply with the following guidelines and procedures:

PART ONE – Procedures for Use

• Use appropriate language. Do not use the system to write or send profane, obscene, sexist, racist, inflammatory or offensive files or messages.

• USERS should have no expectation of privacy or confidentiality in the content of electronic\communications or other computer files sent or received on the school computer network and stored in his/her directory. The administration reserves the right to monitor any computer activity and communication for improper use, to remove any inappropriate files, and to discipline USERS for improper or inappropriate use.

• Use of the computer and/or network for personal financial gain is prohibited. USERS shall not use the school district's computer network to solicit personal sales or conduct personal business (i.e. by posting an advertisement to a user group). USERS shall not set up web pages to advertise or sell a product or service.

• USERS using their own personal device in the school district are required to use the district filtered wireless network.

• NO FLASH DRIVES are allowed to be used by students.

• Students in grades K-12 will have access to email for school related projects. All email accounts are public record and can be viewed by school officials at any time.

PART TWO – Misuse of the Network

• USERS shall not disrupt the computer system or interfere with another's ability to use the computer system or our local network (i.e. extensive downloading of files that slow down the network). In addition, USERS will not attempt to gain access to other users' passwords or files.

• Users shall not use the system to promote unethical practices or any activity prohibited by law or Board policy.

• McComb Local School District has in place a policy of Internet safety that includes the operation of a technology protection measure (filter) with respect to any of its computers with Internet access that protects against access through such computers to visual depictions that are obscene; or child pornography; and is enforcing the operation of such technology protection measure during any use of such computers. USERS shall not view, share, download or transmit material that is threatening, obscene, disruptive, sexually explicit or that could be construed as harassment or disparagement to others based on their race, national origin, citizenship status, sex, sexual orientation, age, disability, religion or political beliefs.

• Copyrighted material may not be placed on the system without the author's permission.

• Vandalism is prohibited. Vandalism includes creating or introducing computer viruses, worms, etc., and/or any malicious attempt to harm or destroy equipment, materials or data of any other user. In addition, USERS shall not infiltrate or "hack" outside computer systems or networks.

• Users shall report any security problems or misuse of the network to the teacher, Technology Coordinator, and/or the Principal. Students should report any objectionable material that inadvertently appears on their device.

• The person whose name is on the account is responsible for its proper use at all times. When sending electronic messages, STUDENTS shall not include information that could identify themselves or other students and staff. Examples of identifying information include last name, address and phone number.

USERS shall identify themselves by first names.

• Your username and password are provided only for your personal use. Do not share any of your passwords with anyone, and do not use anyone else's password, regardless of how the password was obtained. If you suspect someone has discovered your password change it immediately. USERS shall not intentionally seek information on, obtain copies of, or modify files, other data or passwords belonging to other users.

PART THREE – Penalty for Misuse

A violation of these regulations will result in the disciplinary action to be determined by administration.