Policy Title: Professional Conduct	Revised Date 5/13/14
District Network Policy	Policy Number 417.4, 427.2, 507.11

INTRODUCTION

The Blaine County School District provides its students and staff access to a multitude of technology resources. These resources provide opportunities to enhance learning and improve communication within our community and with the global community beyond our campus. However, with the privilege of access is the responsibility of students, teachers, staff and the public to exercise appropriate personal responsibility in their use of these resources. The School District policies are intended to promote the most effective, safe, productive, and instructionally sound uses of networked information & communication tools. District technology is to be used primarily for professional and/or educational benefit. The School District also makes a good faith effort to protect its students from exposure to Internet materials that are harmful or explicit. The School District maintains a system of Internet content filtering devices and software controls that meet federal standards established in the Children's Internet Protection Act (CIPA, http://www.fcc.gov/guides/childrens-internet-protection-act).

DIGITAL CITIZEN

As responsible digital citizens users will:
- Respects One's Self. Users will select online names that are appropriate and will consider the information and images they post online.
- Respects Others. Users will not use technologies to bully, tease or harass other people.
- Protects One's Self and Others. Users will protect themselves and others by reporting abuse and not forwarding inappropriate materials or communications.
- Respects Intellectual Property. Users will cite any and all use of websites, books, media, etc.
- Protects Intellectual Property. Users will request to use the software and media others produce, as required by copyright laws.

EXPECTATIONS

The Blaine County School District uses information and technology in safe, legal, and responsible ways. Responsible use of the School District's technology resources is expected to be ethical, respectful, academically honest, and supportive of the school's mission. Each computer user has the responsibility to respect every other person in our community and on the Internet. Digital storage and electronic devices used for school purposes will be treated as extensions of the physical school space. Administrators, or their designees, may review files and communications (including electronic mail) to insure that users are using the system in accordance with School District policy. Users should not expect that files stored on servers or

disks will be private. Users also should understand that school servers regularly record Internet activity in log files.

Users are expected to abide by the law and generally accepted rules of network etiquette. The following guidelines are intended to clarify expectations for conduct, but they should not be construed as all-inclusive.

- Transmission of any material in violation of any local, federal and state laws is prohibited. This includes, but is not limited to: copyrighted material, licensed material and threatening or obscene material.
- Intentional or unintentional use of computing resources to access or process, proxy sites, pornographic material, explicit text or files, or files dangerous to the integrity of the network is strictly prohibited.
- Software and/or services may only be installed or downloaded on school devices if they are consistent with educational use.
- Use of computing resources for commercial activities, product advertisement or religious or political lobbying is prohibited.
- Users may be held personally and financially responsible for malicious or intentional damage done to network software, data, user accounts, hardware and/or unauthorized costs incurred.
- Files stored on district-managed networks are the property of the school district and, as such, may be inspected at any time and should not be considered private.
- Materials published for electronic publication must be for educational purposes. School administrators, teachers and staff may monitor these materials to ensure compliance with content standards.
- Use of electronic devices in school, regardless of ownership, should be consistent with the School District's educational objectives, mission and curriculum.
- With classroom teacher approval, students may use their own devices (e.g. smartphones, tablets, laptops) in the classroom to access and save information from the Internet, communicate with other learners and use the productivity tools loaded on their devices.
- Personal devices may only be connected to school networks for uses that are consistent with educational needs.
- The District respects the right of employees and students to responsibly use social media and networking sites, message boards and forums, as well as personal websites and blogs. Personal use of these sites should not damage the reputation of the BCSD, its employees, students or their families and should be consistent with the School District's educational objectives, mission and curriculum.

ACCESS TO DISTRICT TECHNOLOGY

Access to District technology will be provided to staff and students in an expedient manner following enrollment or employment by the District and signature of the "Responsible Use Agreement". The agreement outlines District expectations regarding technology use. This Agreement may be modified by the District as necessary. The District will make the final determination as to what constitutes unacceptable use and its' decision is final. This Agreement is provided so that members are aware of the responsibilities they acquire. No individual shall access District technology without all required contract agreement signatures on the "Responsible Use Agreement".

VIOLATION

Any action that violates School District policy or is determined by an administrator to constitute an inappropriate use of District technology improperly restricts or inhibits other persons from using District technology, or any violation of the "Responsible Use Agreement" is strictly prohibited. Any violation may be interpreted as a breach of the terms and conditions of this agreement and may result in access privileges being revoked, complete loss of all school computer privileges, or disciplinary actions up to and including referral to law enforcement, prosecution, a recommendation for school expulsion, dismissal of employment, and/or other legal action.

INFORMATION CONTENT AND USES OF THE SYSTEM

Commercial uses of District technology by staff or students are strictly prohibited. Members shall not sell or offer for sale any goods or services that could be construed as a commercial enterprise. The District may choose to provide means for staff to offer goods for sale on a non-enterprise basis. Any form of gambling is prohibited. The technology is to be used primarily for professional and/or educational benefit.