

Mission Consolidated Independent School District Internet Acceptable Use Agreement

Please read this document carefully before signing.

Internet access is available to students and teachers in the Mission Consolidated Independent School District.

We are very pleased to bring this access to Mission Consolidated Independent School District and believe the Internet offers vast, diverse, and unique resources to both students and teachers. Our goal in providing this service to teachers and students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication.

The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. Students and teachers have access to:

1. Electronic mail (e-mail) communication with people all over the world.
2. Information and news from research institutions.
3. Public domain software and graphics of all types for school use.
4. Discussion groups on a plethora of topics ranging from Chinese culture to the environment to music to politics.
5. Access to many University Library Catalogs, the Library of Congress, and ERIC, a large collection of relevant information to educators and students.
6. Graphical access to the World Wide Web, the newest and most exciting access tool on the Internet.

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. Mission Consolidated Independent School District has taken precautions to restrict access to controversial materials. However, on a global network it is impossible to control all materials and an industrious user may discover controversial information. We (Mission Consolidated Independent School District) firmly believe that the valuable information and interaction available on this worldwide network far outweigh the possibility that users may procure material that is not consistent with the educational goals of the District.

Internet access is coordinated through a complex association of government agencies, and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. These guidelines are provided here so that you are aware of the responsibilities you are about to acquire. In general this requires efficient, ethical and legal utilization of the network resources. If a Mission Consolidated Independent School District user violates any of these provisions, his or her account will be terminated and future access could possibly be denied.

The Mission CISD *Student Code of Conduct* identifies violations and additional consequences that may be considered. The signature(s) on the Student Participation Agreement page is(are) legally binding and indicate(s) the party(parties) who signed has(have) read the terms and conditions carefully and understand(s) their significance.

Internet--Terms and Conditions of Use

1) **Acceptable Use** - The purpose of the backbone networks making up the Internet is to support research and education in and among academic institutions by providing access to unique resources and the opportunity for collaborative work. The use of your account must be in support of education and research and consistent with the educational objectives of the Mission Consolidated Independent School District. Use of other organization's network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any national or state regulation is prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secret.

2) **Privileges** - The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. (Each student or teacher who receives an account will be part of a discussion with a Mission Consolidated Independent School District staff member pertaining to the proper use of the network.) The system administrators will deem what is inappropriate use and their decision is final. Also, the system administrators may close an account at any time as required. The administration, faculty, and staff of Mission Consolidated Independent School District may request the system administrator to deny, revoke, or suspend specific user accounts.

3) **Network Etiquette** – Users are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:

- Be polite. Do not become abusive in your messages to others.
- Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
- Illegal activities are strictly forbidden.
- Do not reveal your personal address or phone numbers of students or colleagues. Alert your teacher if you meet a suspicious person on the Internet. Know where you are in cyberspace and follow that site's rules.
- Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
- Do not use the network in such a way that you would disrupt the use of the network by other users.
- All communications and information accessible via the network should be assumed to be private property. Don't cut, copy, or plagiarize Internet content. Always cite your sources.
- Cyberbullying is strictly prohibited.

4) Mission Consolidated Independent School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. Mission Consolidated Independent School District will not be responsible for any damages you suffer. These include loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions caused by its own negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. Mission Consolidated Independent School District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

5) **Security** - Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the Internet, you must notify a system administrator or your Mission Consolidated Independent District Administrator for Technology Systems. Do not demonstrate the problem to other users. Do not use another individual's account without written permission from that individual. Attempts to logon to the Internet as a system

administrator will result in cancellation of user privileges and/or other disciplinary actions as described in the *Student Code of Conduct*. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Internet.

6) **Vandalism** - Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, Internet, or any of the above listed agencies or other networks that are connected to any of the Internet backbones. This includes, but is not limited to,

1. The uploading or creation of computer viruses.
2. Use of any software having the purpose of damaging the Mission Consolidated Independent School District's systems or other user's system.

TERMINATION/REVOCAION OF SYSTEM USER ACCOUNT

The District may suspend or revoke a system user's access to the District's system upon any violation of District policy and/or administrative regulation. Prior to suspension or revocation of system service, or as soon as practicable, the principal or designee will inform the system user of the suspected violation and give him or her an opportunity to present an explanation, as outlined in the *Electronic Communication and Data Management CQ (Regulations)*.

INDIVIDUAL USER RESPONSIBILITIES

As outlined in the *Electronic Communication and Data Management Regulations (CQ Local)*, the following rules will apply to all users of the District's electronic information/communications system.

INFORMATION CONTENT/THIRD PARTY SUPPLIED INFORMATION

System users and parents of students with access to the District's system should be aware that use of the system may provide access to other electronic communications systems in the global electronic network that may contain inaccurate and/or objectionable material.

A student knowingly bringing prohibited materials into the school's electronic environment will be subject to disciplinary action in accordance with District Policy.

Use of Handheld devices

These devices include: iPods, gaming devices (e.g. PSP, Nintendo), mp3 and mp4 players, PDAs, iPhones, smart phones or other mobile devices (this list is not exhaustive).

- Unless express permission is granted, mobile devices should not be used to make calls, send SMS messages, surf the internet, take photos or use any other application during school lessons and other educational activities, such as assemblies.
- Mobile devices must not disrupt classroom lessons with ringtones or beeping.
- Using mobile devices to bully and threaten other students is unacceptable and will not be tolerated. In some cases it can constitute criminal behavior.

- It is forbidden for students to “gang up” on another student and use their mobile devices to take videos and pictures of acts to denigrate and humiliate that student and then send the pictures to other students or upload it to a website for public viewing. This also includes using mobile devices to photograph or film any student without their consent. It is a criminal offense to use mobile devices to menace, harass or offend another person and almost all calls, text messages and emails can be traced.
- Mobile devices are not to be used in changing rooms or toilets or used in any situation that may cause embarrassment or discomfort to their fellow students, staff or visitors to the school.

ONLINE CONDUCT

The individual in whose name a system account is issued will be responsible at all times for its proper use.

System users may not use another person's system account without written permission from the campus administrator or Network Administrator, as appropriate. Attempts by a user to log on to the District's system as another user will result in cancellation of user privileges and shall result in other disciplinary action.

Transmission of material, information, or software in violation of any District policy or local, state, or federal law is prohibited.

System users must not encourage the use of tobacco, alcohol or controlled substances or otherwise promote any other activity that is prohibited by District policy or state or federal law.

System users identifying a security problem in the District's system must notify the appropriate teacher, Network Administrator, or immediate supervisor.

To reduce unnecessary system traffic, a student may use real-time features such as talk/chat/Internet relay chat only as approved and supervised by the classroom teacher.

System users must remove electronic mail in accordance with established retention guidelines. Such messages will be removed by the principal or designee if timelines are not respected by the system user. The principal may remove the file of a user who continues to exceed disk space quotas after seven calendar days of notification.

System users may not download copyrighted material exclusively for their own use.

System users may redistribute noncommercial copyrighted programs or data only with the express permission of the owner or authorized person. Such permission must be specified in the document or must be obtained directly from the author in accordance with applicable copyright laws, District policy and administrative regulations. System users may upload public domain programs to the system.

System users may also download public domain programs for their own use or non-commercially redistribute a public domain program. System users are responsible for determining whether a program is in the public domain.

GENERAL MISCONDUCT VIOLATIONS

State law requires that the following violations be reported to the principal or other appropriate administrator, who will send notification to the parent or guardian within 24 hours of receiving the report. Students with disabilities are subject to applicable state and federal law in addition to the *Student Code of Conduct*. To the extent any conflict exists, state and/or federal law will prevail.

The following behaviors are prohibited. Disciplinary actions are described in the *Student Code of Conduct*.

- Violating computer use policies, rules or agreements signed by the student, and/or agreements signed by the student's parent or guardian.
- Using the Internet to threaten students or employees, or to cause disruption to the educational program.
- Sending or posting messages that are abusive, obscene, sexually-oriented, threatening, harassing, damaging to another's reputation, or illegal.
- Engaging in verbal or written exchanges that threaten the safety of another student, a school employee, or school property.
- Possessing published or electronic material that is designed to promote or encourage illegal behavior or could threaten school safety.
- Possessing material that is pornographic.
- Downloading, duplicating or distributing of copyrighted media such as images, audio and video files.

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STUDENT PARTICIPATION AGREEMENT

STUDENT

I understand and will abide by the Internet Acceptable Use Agreement as outlined in the 2018-2019 Student Handbook. I further understand that any violation of the regulations in the Internet Acceptable Use Agreement is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be taken.

Campus: _____ Date: _____

User's (Student's) Full Name: _____ ID #: _____

User's (Student's) Signature: _____ Grade Level: _____

PARENT OR GUARDIAN

As the parent or guardian of this student, I have read the Internet Acceptable Use Agreement. I understand that this access is designed for educational purposes. Mission Consolidated Independent School District has taken precautions to eliminate controversial material. However, I also recognize it is impossible for Mission CISD to restrict access to all controversial materials and I will not hold them responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Parent or Guardian's Name (please print): _____

Parent or Guardian's Signature: _____

SPONSORING TEACHER

(Must be signed if the applicant is a student.)

I have read the Internet Acceptable Use Agreement and agree to promote THIS agreement with the student. Because the student may use the network for individual work or in the context of another class, I cannot be held responsible for the student use of the network. As the sponsoring teacher I do agree to instruct the student on acceptable use of the network and proper network etiquette.

Teacher's Name (please print): _____

Teacher's Signature: _____

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STAFF PARTICIPATION AGREEMENT

The staff agreement must be renewed each academic year.

STAFF MEMBER

Name: _____ SSN/Employee ID: _____

Campus/Department: _____

I have read the Mission Consolidated Independent School District's *Acceptable Use Guidelines*. In consideration for the privilege of using the MCISD electronic communications system, and in consideration for having access to the public networks. I hereby release the Mission Consolidated Independent School District, its operators and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my use of, or inability to use, the system, including, without limitation, the type of damage identified in the MCISD policy and administrative regulations.

I agree to abide by the provisions of the Mission Cisd policy and administrative regulations for use to the Intranet/Internet system. I understand that violation of these provisions may result in suspension or revocation of system access and related privileges.

Signature: _____ Date: _____