Internet Use and Electronic Mail

Letter to Parent(s)/Guardian(s) Regarding Student Use of the Internet

Dear Parent(s)/Guardian(s)

We now have the ability to enhance your child’s education through the use of the Internet. The Internet offers vast, diverse, and unique resources. The District’s goal in providing this service is to promote educational excellence by facilitating resource sharing, innovation, and communication. Your authorization is needed before your child may use this resource.

The Internet electronically connects thousands of computers throughout the world and millions of individual subscribers. Students and teachers may have access to:

- Limited electronic mail communications with people all over the world.
- Information from government sources, research institutions, and other sources
- Discussion groups
- Many libraries, including the catalog to the Library of Congress, and the Educational Resources Information Clearinghouses (ERIC)

In order to match electronic resources as closely as possible to the approved district curriculum, district personnel will review and evaluate resources in order to offer "home pages" and menus of materials which comply with Board guidelines governing the selection of instructional materials. (In this manner, staff will provide developmentally appropriate guidance to students as they make use of telecommunications and electronic information resources to conduct research and other studies related to the district curriculum. All students will be informed by staff of their rights and responsibilities as users of the district network prior to gaining access to that network, either as an individual user or as a member of a class or group.

As much as possible, access to district information resources will be designed in ways which point students to those which have been reviewed and evaluated prior to use. While students may be able to move beyond those resources to others which have not been evaluated by staff, they shall be provided with guidelines and lists of resources particularly suited to the learning objectives. Students may pursue electronic research independent of staff supervision only if they have been granted parental permission and have submitted all required forms. Permission is not transferable and may not be shared.

Students are responsible for good behavior on school computer networks just as they are in a classroom or a school hallway. Communications on the network are often public in nature. General school rules for behavior and communication apply.

The network is provided for students to conduct research and communicate with others. Access to network services is given to students who agree to act in a considerate and responsible manner. Parent permission is required. Access is a privilege - not a right.
Access entails responsibility. Individual users of the district computer networks are responsible for their behavior and communications over those networks. It is presumed that users will comply with district standards and will honor the agreements they have signed. Beyond the clarification of such standards, the district is not responsible for restricting, monitoring or controlling the communications of individuals utilizing the network.

Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on district servers will always be private.

Within reason, freedom of speech and access to information will be honored. During school, teachers of younger students will guide them toward appropriate materials. Outside of school, families bear the same responsibility for such guidance as they exercise with information sources such as television, telephones, movies, radio and other potentially offensive media.

Terms and Conditions

1. Acceptable Use - Access to the District’s Internet must be for the purpose of education or research, and be consistent with the educational objectives of the District.

2. Privileges - The use of Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges.

3. Sanctions - Violations may result in a loss of access. Additional disciplinary action may be determined at the building level in line with existing practice regarding inappropriate language or behavior. When applicable, law enforcement agencies may be involved.

4. Unacceptable Use - You are responsible for your actions and activities involving the network. Some examples of unacceptable uses:

   a. Using the network for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any U.S. or State regulation;
   b. Unauthorized downloading of software, regardless of whether it is copyrighted or devirused;
   c. Downloading copyrighted material for other than personal use;
   d. Using the network for private financial or commercial gain;
   e. Wastefully using resources, such as file space;
   f. Gaining unauthorized access to resources or entities;
   g. Invading the privacy of individuals;
   h. Using another user's account or password;
   i. Posting material authored or created by another without his/her consent;
   j. Posting anonymous messages;
   k. Using the network for commercial or private advertising;
   l. Accessing, submitting, posting, publishing or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, or illegal material; and
m. Using the network while access privileges are suspended or revoked.

5. Network Etiquette - You are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

   a. Be polite. Do not become abusive in your messages to others;
   b. Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language;
   c. Do not reveal the personal addresses or telephone numbers of students or colleagues;
   d. Recognize that electronic mail (E-Mail) is not private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities;
   e. Do not use the network in any way that would disrupt its use by other users.
   f. Consider all communications and information accessible via the network to be private property.

6. No Warranties - The district makes no warranties of any kind, whether expressed or implied, for the service it is providing. The District will not be responsible for any damages you suffer. This includes loss of data resulting from delays, nondeliveries, missed deliveries, or service interruptions caused by its negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its service.

7. Indemnification - The user agrees to indemnify the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any breach of the Authorization.

8. Security - Network security is a high priority. If you can identify a security problem on the Internet, you must notify the system administrator. Do not demonstrate the problem to other users. Keep your account and password confidential. Do not use another individual's account without written permission from that individual. Attempts to log-on to the Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the network.

9. Vandalism - Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of computer viruses.

10. Telephone Fees and Charges - The District assumes no responsibility for any unauthorized charges for fees, including telephone charges, long-distance charges, per-minute surcharges, and/or equipment or line costs. Parents/Guardians shall be responsible for any fees or charges incurred by their child's inappropriate use of the Internet.

SITKA SCHOOL DISTRICT
Implementation Date: October 8, 1996
SITKA SCHOOL DISTRICT INTERNET USE AGREEMENT

I understand and will abide by the above Internet Use and E-Mail Agreement. I further understand that any violation of the regulations above is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, and school disciplinary action and/or appropriate legal action may be taken.

School/Location:

User’s Name (please print):

Signature:

PARENT OR GUARDIAN Phone:

As the parent or guardian of this student, I have read the Internet Use and Electronic Mail Agreement. I grant permission for my son or daughter to access networked computer services such as electronic mail and the Internet. I understand that this access is designed for educational purposes. I recognize it is impossible for Sitka School District 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.

Guardian’s Name (please print):

Signature Date:

Address: Phone:

SPONSORING TEACHER

I have read the Internet Use and E-Mail 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 agree to instruct the student on acceptable use of the network and proper network etiquette.

Teacher’s Name (please print):

Signature:

Date:

Please return this form to school. You may keep the permission letter for your reference.