

Marion Central School District

ACCEPTABLE USE POLICY

Internet access is available to students and teachers in the Marion Central School District. We are very pleased to bring this access to the school environment and believe the Internet offers vast, diverse, and unique resources to both students and staff. In defining the Internet's resources as an extension of the Library, the American Library Association has both a Library Bill of Rights and a Media Center Bill of Rights that discourages censorship and promotes collections of varied views. Our goal in providing this service to teachers and students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication.

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. On a global network it is impossible to control all materials, and an industrious user may discover controversial information. We (Marion Central School District) firmly believe that the valuable information and interaction available on this worldwide network far outweighs 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 users 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 Marion Central School user violates any of these provisions, his or her access will be terminated.

All who use Internet access need to read these terms and conditions carefully and understand their significance.

Computer and Internet Terms and Conditions

- 1. Acceptable Use** –The use of school computers must support education and research and be consistent with the educational objectives of Marion Central 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 U.S. or state regulation is prohibited. This includes, but is not limited to copyrighted material, threatening or obscene material, or material protected by trade secret. Use for commercial activities is generally not acceptable.
- 2. Network Etiquette** – Users 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 get abusive in your messages to others.
 - b. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.

- c. Hate mail, harassment, discriminatory remarks and other anti-social behaviors are prohibited on the network. Therefore, any messages should not contain profanity, obscene comments, sexually explicit material, and expressions of bigotry or hate.
- d. All communications and information accessible via the network should not be assumed to be private property.
- e. Subscriptions to Listservs must be reported to a system administrator. Prior approval for Listservs is required for students.
- f. Mail Listservs must be monitored daily and deleted from the personal mail directory to avoid excessive use of file server hard-disk space.

3. Inappropriate Access to Material

- a. Users will not utilize the Marion Central School District Network to access material that is profane, obscene (pornography), sexually explicit, or that advocates illegal acts, violence or discrimination toward other people (hate literature).
- b. If a user mistakenly accesses inappropriate information, they should immediately tell a teacher or other district personnel. This will protect them against a claim of intentional violation of this policy.

4. Plagiarism and Copyright Infringement

- a. Users will not plagiarize words that they find on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as yours.
- b. Users will respect the rights of copyright owners. Copyright infringement occurs when one inappropriately reproduces a work that is protected by copyright. If users are unsure whether or not they can use the work, they should request permission from the copyright owner. Direct questions regarding copyright law to a teacher.

5. Security

- a. Security on any computer system is a high priority, especially when the system involves many users. Routine maintenance and monitoring of the district system may lead to the discovery that you have violated a policy, the school code or the law. If a violation is suspected it will be investigated fully. While an investigation is underway the user may have their network privileges revoked until the issue is resolved

- b. Users will immediately notify a teacher or the system administrator if they have identified a possible security problem. Do not look for security problems as this may be construed as an illegal attempt to gain access.
- c. 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. Parents have the right at any time to see the contents of their student's folders or e-mail.
- d. The district maintains a networked data storage system that is available to all staff and students. These individuals will be allowed to access and use data storage for any items that pertain to their work or education. If the data storage is used for any other purpose, the privilege may be rescinded at any time deemed necessary.
- e. The district maintains a wireless network that is open for staff, students and community members to use while on school grounds. This network is integrated with the districts' standard wired network and can be used to access a user's network account and data (if a user has a Marion CSD account) as well as the internet. Any and all data transferred over the wireless network constitutes that the user agrees to any and all applicable rules that govern the wired network and will be enforced as such.
- f. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to school computers.

6. Illegal Activities

- a. Vandalism, such as any malicious attempt to harm, modify, or destroy computer hardware, data of another user, Internet, or any of the other networks that are connected to the NSFNET Internet backbone, will result in cancellation of privileges. This includes, but is not limited to, the uploading or creation of computer viruses.
- b. Users will not attempt to gain unauthorized access to this or any other computer system or go beyond your authorized access by entering another person's account number or accessing another person's files. Users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the network.

7. Inappropriate Use – MCSD administrators will deem what is inappropriate use and their decision is final. Also, the system administrators may close an e-mail or network account at any time. The administration, faculty, and staff of Marion Central School District may request the system administrator to deny, revoke, or suspend computer use for any reason.

8. Use of any information obtained via the internet is at your own risk. Marion Central School District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

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It should be understood that all will abide by the above Acceptable Use Policy. It should be further understood that any violation of the regulations above is unethical and may constitute a criminal offense. Should anyone commit any violation, their access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may result.