



## INTERNET AND TECHNOLOGY RULES

The principal/designee shall oversee the maintenance of each school's technological resources and shall establish guidelines and limits on their use. He/she shall ensure that all students using these resources receive training in proper use as well as copies of related district policies and regulations. Before using on-line services, the student and parent/guardian shall sign the district's Student Electronic Information Resources Contract acknowledging the student understands and agrees to abide by specified user obligations and responsibilities. A copy of the Student Electronic Information Resources Contract is included.

### On-line User Obligations and Responsibilities:

Students are authorized to use the district's on-line services in accordance with user obligations and responsibilities specified below:

1. The student in whose name an on-line services account is issued is responsible for its proper use at all times. Users shall keep personal account numbers, home address and telephone numbers confidential. They shall use the system only under their own account number.
2. The system shall be used only for purposes related to education. Commercial, political and/or personal use of the district's system is strictly prohibited. The district reserves the right to monitor any on-line communications for proper use.
3. Users shall not use the system to encourage the use of drugs, alcohol or tobacco, nor shall they promote unethical practices or any activity prohibited by law or district policy.
4. Users shall not transmit material that is threatening, obscene, disruptive or sexually explicit, or that could be construed as harassment or disparagement of others based on their race, national origin, sex, sexual orientations, age, disability, religion, or political beliefs.
5. Copyrighted material may not be placed on the system without the author's permission. Users may download copyrighted materials for their own use only.
6. Vandalism of any kind of equipment or software will result in the cancellation of user privileges. Vandalism includes uploading, downloading, or creating computer viruses and/or any malicious attempt to harm or destroy district equipment or materials or the data of any other user.
7. Users shall not read other users' mail or files. They shall neither attempt to interfere with other users' ability to send or receive electronic mail, nor shall they attempt to read, delete, copy, modify or forge other users' mail.
8. Users are expected to keep messages brief and use appropriate language.
9. Students shall report any security problems or misuse of the system to the teacher or principal.
10. Unless otherwise instructed by school personnel, students shall not disclose, use, or disseminate personal identification information about themselves or others when using email, chat rooms, or other forms of direct electronic communication. Students also shall be cautioned not to disclose such information by other means to individuals contacted through the Internet without the permission of their parents/guardians. Personal information includes the student's name, address, telephone number, Social Security number, or other personally identifiable information.
12. Students shall not use encryption to intentionally hide electronic activity while using a district-owned device or while using the district network.

Possible Consequences for Misuse

The district reserves the right to monitor use of the district's systems for improper use without advance notice or consent. Students shall be informed that computer files and electronic communications, including email, are not private and may be accessed by the district for the purpose of ensuring proper use.

Whenever a student is found to have violated Board policy, administrative regulation, or the district's Acceptable Use Agreement, the principal or designee may cancel or limit a student's user privileges or increase supervision of the student's use of the district's technological resources, as appropriate. Inappropriate use also may result in disciplinary action and/or legal action in accordance with law and Board policy.

Regulation  
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BONITA UNIFIED SCHOOL DISTRICT  
San Dimas, California