

GUSD

Administrative Regulation

Student Use Of Technology

AR 6163.4

Instruction

The principal or designee shall oversee the maintenance of each school's technological resources and may establish guidelines and limits on their use. All instructional staff shall receive a copy of this administrative regulation, the accompanying Board policy, and the district's Acceptable Use Agreement describing expectations for appropriate use of the system and shall also be provided with information about the role of staff in supervising student use of technological resources. All students using these resources shall receive instruction in their proper and appropriate use.

(cf. 0440 - District Technology Plan)
(cf. 4040 - Employee Use of Technology)
(cf. 4131- Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

Teachers, administrators, and/or library media specialists shall prescreen technological resources and online sites that will be used for instructional purposes to ensure that they are appropriate for the intended purpose and the age of the students.

(cf. 6163.1 - Library Media Centers)

Online/Internet Services: User Obligations and Responsibilities

Note: The following section should be modified to reflect district practice. The provisions in this section may be incorporated into the district's Acceptable Use Agreement which students and their parents/guardians are required to sign as a condition of using the district's technological resources; see the accompanying Board policy.

Students are authorized to use district equipment to access the Internet or other online services in accordance with Board policy, the user obligations and responsibilities specified below, and the district's Acceptable Use Agreement.

1. The student in whose name an online services account is issued is responsible for its proper use at all times. Students shall keep personal account numbers and passwords private and shall only use the account to which they have been assigned.
2. Students shall use the district's system safely, responsibly, and primarily for educational purposes.

Note: 47 USC 254 mandates that districts receiving E-rate discounts under Title II, Part D of the No Child Left Behind Act (20 USC 6751-6777), for the purpose of purchasing computers with Internet access or paying for direct costs associated with accessing the Internet, adopt a policy addressing access by minors to "inappropriate matter" on the Internet. Also see the accompanying Board policy.

3. Students shall not access, post, submit, publish, or display harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs.

(cf. 5131 - Conduct)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

Note: Penal Code 313 provides a definition of "harmful matter" as specified below. Districts that have adopted their own definition should revise the following paragraph as appropriate.

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code 313)

***Note: Districts receiving E-rate discounts are mandated by 47 USC 254 to adopt a policy addressing the safety and security of minors when using email, chat rooms, and other forms of direct electronic communication, as well as the unauthorized disclosure, use, and dissemination of personal identification information regarding minors. As amended by the Broadband Data Improvement Act (P.L. 110-385), 47 USC 254 also requires that the district's Internet safety policy include educating students about appropriate online behavior, including interacting with other individuals on social networking web sites and in chat rooms and cyberbullying awareness and response. See the accompanying Board policy. ***

***Note: The Children's Online Privacy Protection Act (15 USC 6501-6506) prohibits web site operators from collecting or disclosing personal information from a child under age 13 years without verifiable parental consent. Guidance from the Federal Trade Commission, How to Protect Kids' Privacy Online: A Guide for Teachers, indicates that, within any limitations established by district policy, a teacher may, but is not required to, act in place of the parent/guardian in deciding whether to give consent for school activities online. Because of legal uncertainty as to whether the school can give consent itself or must obtain parent/guardian consent, it is recommended that language specifying the conditions under which students will be asked to disclose personal identification

information, if any, be included in the district's Acceptable Use Agreement so that the parent/guardian's signature on the agreement can indicate consent. ***

4. 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.

5. Students 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, Board policy, or administrative regulations.

(cf. 3513.3 - Tobacco-Free Schools)
(cf. 5131.6 - Alcohol and Other Drugs)

6. Students shall not use the system to engage in commercial or other for-profit activities.

Note: As added by AB 919 (Ch. 583, Statutes of 2008), Penal Code 653.2 makes it a crime for a person to distribute personal identification information electronically with the intent to cause harassment by a third party and to threaten a person's safety or that of his/her family (e.g., placing a person's picture or address online so that he/she receives harassing messages).

7. Students shall not use the system to threaten, intimidate, harass, or ridicule other students or staff.

8. Copyrighted material shall be posted online only in accordance with applicable copyright laws. Any materials utilized for research projects should be given proper credit as with any other printed source of information.

(cf. 5131.9 - Academic Honesty)
(cf. 6162.6 - Use of Copyrighted Materials)

Note: Districts receiving E-rate discounts are mandated by 47 USC 254 to adopt a policy addressing unauthorized access, including so-called "hacking" and other unlawful online activities by minors. Item #9 below addresses such activities and may be revised to reflect district practice.

9. Students shall not intentionally upload, download, or create computer viruses and/or maliciously attempt to harm or destroy district equipment or materials or manipulate the data of any other user, including so-called "hacking."

(cf. 5131.5 - Vandalism and Graffiti)

10. Students shall not attempt to interfere with other users' ability to send or receive email, nor shall they attempt to read, delete, copy, modify, or use another individual's identity.

11. Students shall report any security problem or misuse of the services to the teacher or principal.

Note: 20 USC 6777 and 47 USC 254 require districts receiving federal Title II technology funds or E-rate discounts to enforce the operation of technology protection measures, including monitoring the online activities of minors. Districts have discretion to determine whether they wish to track Internet use through personally identifiable web monitoring software or other means. The following paragraph is optional.

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.

(cf. 5145.12 - Search and Seizure)

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.

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(11/05 7/07) 3/09

Revised 6-13-12