

# CLIO AREA SCHOOL DISTRICT COMPUTER NETWORK ACCEPTABLE USE POLICY

It is the Clio Area School District's mission to provide educational opportunities for all our students to learn the skills needed for tomorrow's world. Using technology to communicate, collaborate and problem solve is a necessity in the fulfillment of our mission. District technology is designed to be used as a tool to facilitate learning consistent with legitimate educational and work-related purposes set forth by the Clio Board of Education. The use of these tools is a privilege, not a right, and should be used in a matter that conforms to the rules and regulations set forth by the Technology Department and Board of Education.

Only Clio Area School District students, its faculty, and staff, who agree to the terms of this policy, and after the school has received a signed Technology Acceptable Use Policy, may be granted access to the use of the District's technologies.

Users have no expectation of privacy as to information or activity on the district's electronic information technologies. The district retains the right to monitor all use, including but not limited to personal e-mail and voicemail communications, computer files, databases, web logs, audit trails, or any other electronic transmissions accessed through the district's electronic information technologies. In accordance with CIPA (Children's Internet Protection Act) and PA212, Clio Area Schools uses a subscription-based firewall service, and for Internet filtering, a filtering service that allows the district to filter out sites that we deem objectionable. Email filtering is also provided. Student Internet use and email use may be monitored by the district as needs arise.

The use of Clio Area Schools' technologies, including but not limited to, local area network (LAN), wide area network (WAN), Internet, stand-alone and networked computer systems, and telecommunication equipment, is governed by the following rules:

- No excessive use of District bandwidth is allowed, except those services for which adequate bandwidth resources are available.
- Use of e-mail, chat, instant messaging, and other forms of two-way electronic communications may be used for educational purposes.
- Network storage is limited to educational and work-related material. No non-District software of any kind is to be stored on any personal or shared network drives without prior consent of the Technology Department.
- Only hardware approved by the Technology Department may be attached to the District network and equipment. This includes, but is not limited to printers, scanners, digital cameras, laptops computers, Personal Digital Assistant devices, storage devices, telephones, etc., whether they be physically or wirelessly connected. Nor shall any district owned hardware or software be moved or relocated without permission from the Technology Department.
- Only software purchased by the Clio Area Schools may be stored or installed on district hardware. No software programs may be downloaded off the Internet, or installed from any other media, without the permission of the Technology Department.
- It is the user's responsibility to make sure no hardware or software is destroyed, modified, or abused in any way. It is also the user's responsibility to keep inappropriate material from entering the district's network, such as viruses, pornographic material, malware, etc.
- Users are to comply with all Board Policies, State and Federal laws, including copyright and trademark laws, and acceptable use licensing agreements, in using the District's technology.

Please, return this form after reading and signing. This agreement is valid for as long as the student/staff is in the District and/or the life of this AUP.

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Clio Area Schools is also committed to using its technology to share good news regarding student, team and group accomplishments and events throughout the community. To that end, the district and individual schools publish newsletters, photographs, videos, presentations, press releases, and other documents and materials, both in print and on the Internet. Students participating in events, meetings, athletics, performances, and classroom activities, as participants or spectators, may be photographed or filmed. Local media also publish student images and work provided by the district. If you do not want Clio Area Schools and/or the individual schools to disclose your child's work, image or likeness, you must notify the District using the OPT-OUT FORM available at the District Office and each individual school office. The form must be signed and returned to the main office of your children's respective school(s). An OPT-OUT FORM must be submitted annually for each child within the first two weeks of school every school year.

\_\_\_\_\_ I have read this document and agree to follow the rules stated in the Clio Area School District Computer Network Acceptable Use Policy (AUP).

Student Signature \_\_\_\_\_  
Date: \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_  
Date : \_\_\_\_\_