

COMPUTER NETWORK and INTERNET ACCEPTABLE USE POLICY

Access to modern information technology is essential to the Marengo Community High School District 154 mission of promoting educational excellence by facilitating resource sharing, innovation and communication. These conditions do not attempt to state all required or proscribed behavior by users. The failure of any user to follow the terms established for computing devices and network resources will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

To assist and ensure such compliance, the Marengo Community High School District 154 establishes the following policy, which supplements all applicable MCHS policies, including sexual harassment, patent and copyright, and student and employee disciplinary policies, as well as applicable federal and state laws.

General Principles

Authorized use of computing devices and network resources owned or operated by the Marengo Community High School District 154 shall be consistent with the education, research and public service mission of the high school of Marengo, and consistent with this policy.

Authorized users of Marengo Community High School District 154 computing and network resources include faculty, staff, students, and other affiliated individuals or organizations authorized by the superintendent or his designee.

This policy applies to all Marengo Community High School District 154 computing and network resources, including host computer systems, Marengo Community High School District 154-sponsored computers and workstations, software, data sets, and communications networks controlled, administered, or accessed directly or indirectly by Marengo Community High School District 154 computer resources or services, employees, or students.

The Marengo Community High School District 154 reserves the right to remove or limit access to material posted on high school-owned computers when applicable school or high school policies or codes, contractual obligations, or state or federal laws are violated, but does not monitor the content of material posted on high school-owned computers.

The Marengo Community High School District 154 reserves the right, upon reasonable cause for suspicion, to access all aspects of its computing systems and networks, including individual login sessions to determine if a user is violating this policy or state or federal laws.

This policy may be supplemented with additional guidelines as technology is continuously changing and specific needs may arise.

User Responsibilities

Privacy: No user should view, copy, alter or destroy another's personal electronic files without permission (unless authorized or required to do so by law or regulation).

Copyright: Written permission from the copyright holder is required to duplicate any copyrighted material. This includes duplication of audio tapes, videotapes, photographs, illustrations, computer software, and all other information for educational use or any other purpose. Most software that resides on Marengo Community High School District 154 computing network(s) is owned by the high school, or third parties, and is protected by copyright and other laws, together with licenses and other contractual agreements. Users are required to respect and abide by the terms and conditions of software use and redistribution licenses. Such restrictions may include prohibitions against copying programs or data for use on Marengo Community High School District 154 computing network(s) or for distribution outside the high school; against the resale of data or programs, or the use of them for non-educational purposes or for financial gain; and against public disclosure of information about programs (e.g., source code) without the owner's authorization.

Harassment, Libel and Slander: Under no circumstances, may any user use Marengo Community High School District 154 computers or networks to libel, slander, or harass any other person.

Access to Computing Resources:

Accounts: Accounts created by a system administrator for an individual are for the personal use of that individual only.

Sharing of access: Computer accounts, passwords, and other types of authorization are assigned to individual users and should not be shared with others. Users are responsible for any use of their account. If an account is shared or the password is divulged, the holder of the account will be held personally responsible for any actions that arise from the misuse of the account.

Permitting unauthorized access: Users may not run or otherwise configure software or hardware to intentionally allow access by unauthorized users.

Termination of access: When users cease being a member of the school community (e.g., withdraw, graduate, or terminate employment, or otherwise leave the high school), or if users are assigned a new position and/or responsibilities within the high school system, their access authorization must be reviewed. Users must not use facilities, accounts, access codes, privileges or information for which you are not authorized in their new circumstances.

Circumventing Security: Users are prohibited from attempting to circumvent or subvert any system's security measures. Users are prohibited from using any computer program or device to intercept or decode passwords or similar access control information.

Breaching Security: Deliberate attempts to degrade the performance of a computer system or network or to deprive authorized personnel of resources or access to any Marengo Community High School District 154 computer or network is prohibited. Breach of security includes, but is not limited to, the following:

- Creating or propagating viruses
- Hacking
- Password grabbing
- Disk scavenging

Abuse of Computer Resources: Abuse of Marengo Community High School District 154 computer resources is prohibited. This abuse includes, but is not limited to, the following:

Game Playing: Computing and network services are not to be used for extensive, competitive or recreational game playing.

Chain Letters: The propagation of chain letters is considered an unacceptable practice by MCHS and is prohibited.

Unauthorized Access: The unauthorized establishment of a background process that services incoming or outgoing requests from users is prohibited.

Unauthorized Monitoring: A user may not use computing resources for unauthorized monitoring of electronic communications.

Flooding: Posting a message to multiple list servers or news groups with the intention of reaching as many users as possible is prohibited.

Private Commercial Purposes: The computing resources of Marengo Community High School District 154 shall not be used for personal or private commercial purposes or for financial gain.

Bypassing School Filtering: Users of Marengo Community High School District 154 computers and networks shall not bypass or attempt to bypass filtering software or hardware.

Printing: Excessive printing of material that is not school related is prohibited and violators will be subject but not limited to fees and fines.

Limitations on Users' Rights

The issuance of a password or other means of access is to assure appropriate confidentiality of Marengo Community High School District 154 files and information and does not guarantee privacy for personal or improper use of high school equipment or facilities.

Marengo Community High School District 154 provides reasonable security against intrusion and damage to files stored on the central facilities. Marengo Community High School District 154 also provides some facilities for archiving and retrieving files specified by users. However, the Marengo Community High School District 154 is not responsible for unauthorized access by other users or for loss due to power failure, fire, floods, etc. Marengo Community High School District 154 makes no warranties of any kind, whether expressed or implied, for the service it is providing and will not be held responsible for any damages. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions. MCHS specifically assumes no responsibilities for the content of any advice or information received by a user through the use of Marengo Community High School District 154's computer network.

Users should be aware that Marengo Community High School District 154 computer systems and networks may be subject to unauthorized access or tampering. In addition, computer records, including e-mail, are considered "records" which may be accessible to the public under the provisions of the law. The user agrees to indemnify Marengo Community High School District 154 for any losses, costs, or damages, including reasonable attorney fees, incurred by the district relating to, or arising out of, any breach of this policy.

Web Policy

The Marengo Community High School District 154 world wide web home page (<http://www.mchs154.org>) is an official publication of the Marengo Community High School District 154. Unless otherwise indicated, all materials, appearing on the Home Page or subsequent pages of specific departments, including text and photographs, are copyrighted and should not be reproduced without written permission from the Superintendent or designee. Home pages may not be linked to Marengo Community High School District 154 without being approved by Superintendent or designee.

Sanctions

Violators of this policy will be subject to the existing student or employee disciplinary procedures of Marengo Community High School District 154. Sanctions may include the loss of computing privileges. Illegal acts involving Marengo Community High School District 154 computing resources may also subject users to prosecution by State and federal authorities. To report violations or request further information, please contact Superintendent or designee.