

# **IJNDB**

## **USE OF TECHNOLOGY RESOURCES IN INSTRUCTION**

### **Appropriate use of Electronic Information Services**

This policy and related regulation and exhibits define the acceptable uses of technology and technological education efforts within the District. The District may provide electronic information services (the District's EIS) to qualified students, teachers, and other personnel who attend or who are employed by the District, or users who acquire access privilege through association with the District. The use of these services shall be in support of instructional, informational, communication, research, administrative, and educational goals of the District.

Electronic information services (EIS) include, but are not limited to networks (e.g., LAN, WAN, Internet), telephone systems/voice mail, electronic mail, databases, hardware, software, Google Apps for Education's G Suite and Additional Services (e.g., Google Docs, Gmail, Google Sheets, Google Classroom), and any computer-accessible source of information. These include, but are not limited to hard drives, tapes, compact disks (CDs), floppy disks, or other electronic sources/media (e.g., Universal Serial Bus [USB] flash drives, iPods), or such similar equipment as may become available.

To assure that the District's EIS is used in an appropriate manner and for the educational purposes intended, the District will require anyone who uses the District's EIS to follow this policy, related regulation, and exhibits for appropriate use. Anyone who misuses, abuses, or chooses not to follow this policy, related regulation, and exhibits will be denied access to the District's EIS and may be subject to disciplinary and/or legal action. This policy applies to qualifying students, employees, and other users who acquire access privileges through association with the District.

The Superintendent shall determine steps, including the use of an Internet filtering mechanism, that must be taken to promote the safety and security of the use of the District's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Technology protection measures shall protect against Internet access by both adults and minors to visual depictions that are obscene, child pornography or, with respect to the use of computers by minors, harmful to minors. Safety and security mechanisms shall include online monitoring activities.

It is the policy of the Board to:

- prevent access to or transmission of, inappropriate material via the District's EIS, the Internet, electronic mail, or other forms of direct communications;
- prevent unauthorized access and other unlawful online activity;
- prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and
- comply with the Children's Internet Protection Act [P.L. No. 106-554 and 47USC 254(h)].

Each user will be required to sign an annual EIS Acceptable Use Agreement. The District may log the use of all systems and monitor all system utilization. Accounts may be closed and files may be deleted at any time. The District is not responsible for any service interruptions,

changes, or consequences. The District reserves the right to establish rules and regulations as necessary for the efficient operation of the electronic information services.

The District does not assume liability for information retrieved via EIS, nor does it assume any liability for any information lost, damaged, or unavailable due to technical or other difficulties.

### **Filtering and Internet Safety**

As required by the Children's Internet Protection Act, the prevention of inappropriate network usage includes unauthorized access, including "hacking," and other unlawful activities; unauthorized disclosure, use and dissemination of personal identification information regarding minors.

Limits, controls and prohibitions shall be placed on student:

- Access to inappropriate matter.
- Safety and security in direct electronic communications.
- Unauthorized online access or activities.
- Unauthorized disclosure, use and dissemination of personal information.

The protective measures shall also include monitoring the online activities of students.

Circumvention of the District's protective measures is a violation of the Acceptable Use Agreement.

### **Education, Supervision and Monitoring**

It shall be the responsibility of all District employees to be knowledgeable of the Board's policies, regulations, and procedures. Further, it shall be the responsibility of all employees, to the extent prudent to an individual's assignment, to educate, supervise, and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children's Internet Protection Act, and the Protecting Children in the 21st Century Act.

The Superintendent shall provide for appropriate training for District employees and for students who use the District's computer network and have access to the Internet. Training provided shall be designed to promote the District's commitment to:

- the standards and acceptable use of the District's network and Internet services as set forth in District policy;
- student safety in regards to use of the Internet, appropriate behavior while using, but not limited to, such things as social networking web sites, online opportunities and chat rooms; and cyberbullying awareness and response; and compliance with E-rate requirements of the Children's Internet Protection Act.

While training will be subsequently provided to employees under this policy, the requirements of the policy are effective immediately. Employees will be held to strict compliance with the requirements of this policy and related regulation, regardless of whether training has been given.

The Superintendent is responsible for the implementation of this policy and for establishing and enforcing the District's EIS procedures for appropriate technology protection measures (filters),

monitoring, and use. Violations of this policy may result in disciplinary action up to and including termination (in the case of a District employee) or suspension or expulsion (in the case of a student) and may constitute a violation of federal or state law in which case appropriate law enforcement shall be notified. The Superintendent shall report violations of this policy to the Board and shall make reports to the appropriate law enforcement agency when determined necessary.

### **Acceptable Use Agreements**

Each user will be required to sign, annually, an Acceptable Use Agreement. A user who violates the provisions of the agreement will be denied access to the District's EIS and may be subject to disciplinary action.

### **Parent Notification**

Parents will be notified of the policies regarding the use of technology and the Internet while at school. Parents will also be notified of their ability to prohibit the student from the use of technology and the Internet while at school in which covered information may be shared with an operator pursuant to A.R.S. [15-1046](#). This does not apply to software or technology that is used for the daily operations or administration of a local education agency or Arizona online instruction programs authorized pursuant to A.R.S. [15-808](#).

Adopted: January 9, 2018

#### LEGAL REF.:

A.R.S.

[13-2316](#)

[13-3506.01](#)

[13-3509](#)

[15-341](#)

[15-808](#)

[15-1046](#)

[34-501](#)

[34-502](#)

20 U.S.C. 9134, The Children's Internet Protection Act

47 U.S.C. 254, Communications Act of 1934 (The Children's Internet Protection Act)

#### CROSS REF.:

[GBEA](#) - Staff Ethics

[GBEB](#) - Staff Conduct

[GBEBB](#) - Staff Conduct With Students

[GBEBC](#) - Gifts to and Solicitations by Staff Members

[GBI](#) - Staff Participation in Political Activities

[GCQF](#) - Discipline, Suspension, and Dismissal of Professional Staff Members

[GDQD](#) - Discipline, Suspension, and Dismissal of Support Staff Members

[IJM](#) - Interest Materials Selection and Adoption

[IMH](#) - Class Interruptions

[IMH-R](#) - Class Interruptions

[JIH](#) - Interrogations, Searches, and Arrests

[JK](#) - Student Discipline

[JK-RA](#) - Student Discipline

[KHA](#) - Public Solicitations in Schools