

INTERNET SAFETY PLAN AND TERMS AND CONDITIONS FOR USE OF THE EAGLE COUNTY SCHOOL DISTRICT RE50J WEB, EMAIL AND INTERNET SERVICES

ECSD Internet Services - Terms and Conditions

A. Acceptable Use - The purpose of Eagle County School District Re50J (ECSD) Internet Services is to support education in Eagle County School District Re50J, to provide employees with email services and to provide the public with access to school and District information via the web. Use of the system must be consistent with the philosophy and educational objectives of Eagle County School District Re50J. All communications and information made accessible via the ECSD Internet Services should be assumed to be private property subject to copyright and trademark laws, and should not be reproduced without permission of the party who issued the information. This includes, but is not limited to, copyrighted material, threatening or obscene material, or material protected by trade secret. Use of the ECSD Web Services and Email for political lobbying, product advertisement, gambling, soliciting customers or investors, is not permitted. Illegal activities are strictly prohibited. Notify system administrators of any violations of these terms and conditions.

B. Expectations - Users are expected to abide by the generally accepted rules of network etiquette and confidentiality. These include, but are not limited to:

1. Do not produce web pages or email that contain abusive, obscene, vulgar, defamatory, confidential, or threatening information. Do not post secret or proprietary material.
2. Use of graphics, sound, or animations which you did not create, must credit the original producer of the material, and state how permission to use the material was obtained.
3. The system administrator and District administrators can access ECSD web pages and email and will cooperate with authorities to investigate pages related to, or in support of illegal activities. System use relating to or in support of illegal activities, as well as inappropriate pages pursuant to District policy, may result in revocation of system use privileges, termination of employment, commencement of legal action and/or District disciplinary action.
4. Treat all communications and information as private property. Staff or student work may be published only as it relates to class projects, courses, or other school related activities and only with the permission of the person who created it.
5. Posted work must be free of any spelling or grammatical errors.
6. Never reveal personal information such as your address and phone number or those of other students or colleagues. Do not reveal the names of other family members.
7. Never post pictures, projects or audio/video clips of students, employees or others associated with the District or post pictures and include personal information such as name, age, address or phone number without their permission. Pictures should be focused on the activity or project not on the child.
8. Never publish an individual's personal e-mail address other than a school email address.
9. Staff and students must not provide web pages for other non-authorized users.
10. Personal web pages cannot make use of server-side processing, such as CGI, Java, ActiveX programming, server-side image mapping, access control, or similar techniques requiring access to or special configuration of the web server software without permission of the administrator.

C. Privileges - The use of ECSD Internet Services is a privilege, not a right, and inappropriate use can result in loss of that privilege. The District system administrators will determine what is inappropriate use of the system based on the guidelines outlined in this document and other board policy. The system administrators may suspend or close an account at any time as required. The administration may also request that the system administrator revoke or suspend specific user accounts to serve educational or disciplinary objectives. Inappropriate use may also result in School District disciplinary action, termination of employment, and /or legal action.

D. Reliability - Eagle County School District Re50J makes no warranties of any kind, whether expressed or implied, for the service it is providing. Use of any information posted on the service is at the employee's own risk. Eagle County School District Re50J specifically denies any responsibility for accuracy or quality of information posted through its services by employees. Eagle County School District Re50J will not be responsible for any damages suffered.

E. Vandalism - Vandalism is defined as any attempt to harm or destroy ECSD data, data of other users, or any other web sites that can be reached through the system. Introduction of viruses into the system is vandalism. Vandalism will result in cancellation of privileges fines, school discipline, termination of employment, and/or legal action as the District believes appropriate.

F. Account Information - Eagle County School District Re50J may require new registration and account information from users to continue the service provided. Users must inform system administrators of any changes in account information. ECSD will not provide information about email accounts to other parties.

G. District News Group (Email) - The purpose of the district News group is to share educational information and information related to all district-sponsored activities or operations. **You may post items related to the following in the News:** grants, awards, building events, unique web sites, district surplus items, curriculum information, building or student fund raisers, curriculum materials or hardware to give away, information about employee benefits, PERA, etc., information important to any district operations. **Do not post items of this type in the News:** personal announcements, non-district fund raisers, items for sale, loan or rent, personal services available, commercial advertisements, political positions or requests, employee association information. **Use the Classifieds conference to post For Sale items and services.**

H. Personal Use - Use of district email for personal communications with family and friends is appropriate as long as it does not violate the items in the paragraph above or interfere with work assignments. Employees should have no expectation of privacy when using electronic email. Care should be exercised when using electronic mail, chat rooms, and other forms of direct electronic communications. Never agree to meet with someone you have met online.

I. Right to Review and Open Records - The district reserves the right to review, store and disclose all information sent over the district email system for any legally permissible reason, including, but not limited to determining whether the information is public record, whether it contains information discoverable in litigation or to access district information in the employee's absence. Email sent or received by the Board, the District or the district's employees may be considered a public record subject to public disclosure or inspection under the Colorado Open Records Act.

J. Filtering - A SonicWALL filtering system is installed to prevent access to to unproductive, objectionable and unacceptable content. SonicWall's Content Filter List, available by subscription, automatically updates content filters weekly with new and relocated sites, extending ECSD protection and reducing administrative costs. The categories filtered include Violence/Profanity, Partial Nudity, Full Nudity, Sexual Acts, Gross Depictions, Intolerance, Satanic/Cult, Drug Culture. Militant/Extremist, Sex Education, Gambling/Questionable/Illegal, Alcohol/Tobacco. Even though these sites are filtered using SonicWall technology, no filtering system is perfect. There is no guarantee that users of the ECSD Internet connections will never view sites that fall into the above categories. Report any filtering problems to the system administrator.

K. Terms and Conditions - All terms and conditions as stated in this document are applicable to Eagle County School District Re50J. These terms and conditions reflect the entire agreement of the parties and supersedes all prior oral or written agreements and understandings of the parties. These terms and conditions shall be governed and interpreted in accordance with the laws of the State of Colorado, and the United States of America.

Student Section

I understand and will abide by the Eagle County School District Network and Internet Acceptable Use Policy. I further understand that any violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary may be taken, and/or appropriate legal action may be taken.

Student Name: _____ Graduation Year _____
Please Print

Student Signature: _____ Date _____

Password (four or more characters) _____

Parent or Guardian Section

As the parent or guardian of the student signing above, I have read this the Eagle County School District Network and Internet Acceptable Use Policy and grant permission for my son or daughter to access the network and Internet. I understand that the district's computing resources are designed for educational purposes. I also understand that it is impossible for the Eagle County School District to restrict access to all controversial materials and I will not hold the District or its employees or agents responsible for the materials acquired on the network. I understand that individuals and families may be held liable for violations while using the Eagle County School District Network and Internet.

Parent Name: _____ Phone: _____

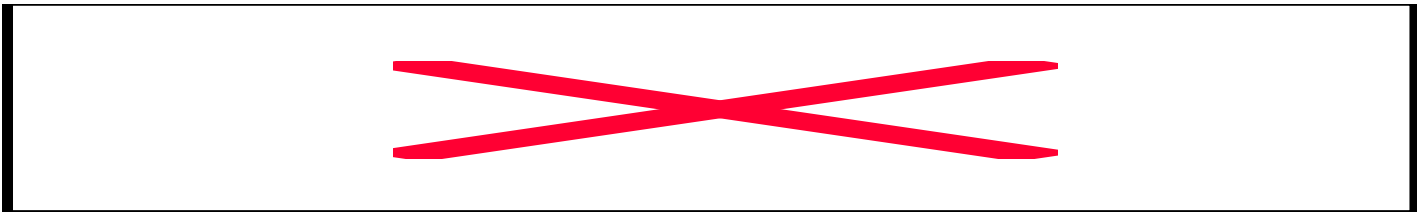
Parent Signature: _____ Date: _____

This space reserved for office use only:

Fee Received: _____

User Name Established _____

Password Entered _____



**PERMISSION SLIP for Student Picture and/or Project
to be Published on an Eagle County School District Re50J Web Site**

Student Name _____ Parents' Name(s) _____

Teacher's Name _____ School _____

Dates to be published: From _____ to _____

Description of picture or project _____

Instructions: Please read carefully and check either the YES or NO boxes below.

As the parent or guardian of this student I understand that the Eagle County School District Re50J web site is designed for educational purposes. The goal of this service is to provide the public with access to District information via the web to promote resource sharing, collaboration, innovation, and communication. I also understand that information, projects and pictures on the Eagle County School District Re50J web site can be viewed by anyone in the world with access to the Internet. I further understand that any viewer has the capability to copy the projects and pictures. To my knowledge the projects and pictures requested are free from any copyright or trademark issues. The posting of projects and pictures on the District web site will adhere to the guidelines provided in the District policy related to the use of the web. These include ethical and legal use of the documents.

I hereby give permission to:

1. Publish my child's projects on the Internet.

Yes No

2. Publish my child's picture on the Internet.

Yes No

3. Publish my child's first name and last initial with the picture or project on the Internet.

Yes No

4. Allow a District staff member to show my child's web based projects at conferences, workshops and other educational functions.

Yes No

Parent or Guardian (please print): _____

Signature: _____ Date: ___/___/___
