



## Miller County School System Staff Internet Acceptable Use Policy \* Terms and Conditions



Internet access is available to teachers and staff of the Miller County School System. We believe that Internet access greatly enhances the quality of education for our students. Our goal in providing this service to faculty is to promote educational excellence by facilitating communications for resource sharing and innovation. The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. The user has access to:

1. Electronic mail communication with people all over the world,
2. Information and news from all over the world
3. Public domain (many free) and shareware software of all kinds,
4. Discussion groups covering multitudes of topics,
5. Access to many University Library catalogs, ERIC, and the Library of Congress.

With access to computers and smart phones people all over the world have access to a wide range of material, some of which may not be considered to be of educational value in the context of the school setting. Efforts are being made by the Miller County School System to restrict access of controversial materials. However, on a global network it is impossible to control all materials and an industrious user may discover controversial information. It is believed that the valuable information and interaction on the worldwide network far outweighs the possibility that users may acquire material that is not consistent with the educational objectives of the Miller County School System. Internet access is coordinated through a complex association of government agencies, and regional and state networks. The successful use of the Internet relies upon the proper conduct of the end users who must adhere to strict guidelines. These guidelines are provided here as that you are aware of your responsibilities. In general, this requires responsible, ethical and legal utilization of the Internet resources.

- 1) **Acceptable Use** - The purpose of the National Science Foundation Net, which is the backbone network to the Internet, is to support research and education in and among academic institutions in the U.S. by providing access to unique resources and the opportunity for collaborative work. The use of your account must be in support of education and research and consistent with the educational objectives of the Miller County School System. Use of other organizations' network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any U.S. or state regulation is prohibited. This includes, but is not limited to, copyrighted material, threatening or obscene material, or material protected by trade secret. Use for commercial activities is not acceptable. Use for product advertisement or political lobbying is prohibited. Use by other family members is also prohibited.
- 2) **Unacceptable Material and/or usage** –
  - a. Using the Internet for any illegal activity, including violation of copyright or other contracts, use of pornographic and/or terrorist intent.
  - b. Using the Internet for financial or commercial gain
  - c. Degrading or disrupting equipment or system performance
  - d. Vandalizing the data of another user
  - e. Wastefully using time and resources
  - f. Gaining unauthorized access to Internet sites
  - g. Invading the privacy of individuals
  - h. Using an account owned by another user
  - i. Posting personal communications without the author's consent
  - j. Posting anonymous messages
  - k. Allowing someone else to use your Internet log in or using someone else's log in
  - l. Uploading/downloading from the Internet
  - m. Performing random searches
  - n. Using unauthorized software
  - o. Any other use deemed inappropriate by administration
- 3) **Privileges** - The use of the Internet is a privilege, not a right, and inappropriate use will result in cancellation of those privileges. The system superintendent will be the ultimate authority on what is inappropriate use.
- 4) **Netiquette** - You are expected to abide by the generally accepted rules of Internet etiquette.

These include (but are not limited to) the following:

- a) Be polite. Do not get abusive in your messages to others. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language. Illegal activities are strictly forbidden.
  - b) Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to, or in support of, illegal activities will be reported to appropriate authorities.
  - c) The Internet should not be used in such a way that disrupts the use of the Internet by other users.
  - d) All communications and information accessible to staff members via the Internet should be assumed to be private property of the originator.
  - e) Statements offered by you are your opinion and do not necessarily reflect those views held by the Miller County School System.
- 5) We, the Miller County School System, make no warranties of any kind, whether expressed or implied, for the service it is providing. The Miller County School System will not be responsible for any damages you suffer. This includes loss of data resulting from delays, non-deliveries, miss-deliveries, service interruptions caused by negligence, your errors or omissions. Use of any information obtained via the Internet is at your own risk. The Miller County School System specifically denies any responsibility for the accuracy or quality of information through its services.
- 6) **Security** - Security of any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the Internet, you must notify your attempts to login to the Internet will result in immediate cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Internet. For your own safety and privacy, it is recommended that you do not reveal your passwords, home address, phone number, or phone numbers of any other individuals.
- 7) **Vandalism** - Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or other networks that are connected to the NSFNET Internet backbone. This includes, but is not limited to, the uploading or creation of computer viruses. No software from the Internet may be brought to be used in any school computer. Vandalism will result in immediate cancellation of privileges.
- 8) **Copyright** - It is not acceptable to use the Miller County School System's Internet access for any purposes that violate U.S. or state laws. Staff members must adhere to all copyright laws.
- 9) **Updating Your User Information** - Internet use may require new registration and account information annually. It is the responsibility of the user to keep the account current.
- 10) **Instructional Use** - It is the responsibility of the teacher to plan and supervise instructional use of the Internet. Web sites must be previewed and documented in lesson plans. "Surfing the Net" is an inappropriate technique for classroom instruction.

**If a Miller County staff member violates any of the Internet access terms and conditions, his or her Internet privilege may be terminated, as well as, disciplinary action taken, and possibly future telecommunication access denied.**

### Miller County School System Staff Internet Acceptable Use Policy

#### AGREEMENT

**I understand and will abide by the Miller County School System Staff Internet Acceptable Use Policy Terms and Conditions. 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 action may be taken and/or appropriate legal action may be initiated. I have received a copy of the Miller County School System Staff Internet Acceptable Use Policy Terms and Conditions.**

This signed agreement will be on file in your school's personnel file.

User's Full Name (please print): \_\_\_\_\_

\_\_\_\_\_  
User Signature

\_\_\_\_\_/\_\_\_\_\_/2017  
Date

Updated 7/28/17 