

Mundelein High School District 120

Acceptable Use Guidelines – Student Regarding Use of Technology

Policy Statement

Internet access is available to students in Mundelein Consolidated High School District 120. Our goal in providing this service is to promote resource sharing, innovation, and communication that enhance our curriculum. To this end, students have access to electronic mail, discussion groups, databases, public domain, shareware software, and other information resources such as libraries and museums.

Purpose of Policy and Authority of District

The District Network, which includes the internet, was established to support the school curriculum, facilitate communication between the school and community, and enhance the administrative responsibilities of the District. The District Network does not constitute a public forum nor do any of its users have a right to privacy. Those employees charged with the maintenance and operation of the system, and the district administration, will have access to all electronic mail. The District reserves the right to regulate the content of and links to the Network. The District reserves the right to review any material on user accounts and to monitor file server space in order to make determinations on whether specific uses of the network are inappropriate. Except as provided by federal and state statutes protecting the confidentiality of school records, no user should have an expectation of privacy in connection with such use. The District is not responsible for any information that may be lost or damaged, or become unavailable when using the network, or for any information that is retrieved or transmitted via the Internet. The District is not responsible for any unauthorized charges incurred as the result of a student's use of the District Network.

Acceptable Use

All of the use of the District's electronic networks must be: (1) in support of education and/or research, and be in furtherance of the goals stated herein, or for legitimate school business purpose. Use is a privilege, not a right. Students have no expectation of privacy in any material that is stored, transmitted, or received via the District's Network or District computers. General rules for behavior and communications apply when using electronic networks. Electronic communications and downloaded material, including files deleted from a user's account but not erased, may be monitored or read by school officials.

Unacceptable Use

Students are expected to act in a responsible and legal manner in accordance with Federal and State laws and regulations, District policies, and the District Acceptable Use Guidelines.

The following non-exhaustive list sets forth those uses that are expressly prohibited:

1. Use of the network to facilitate or participate in illegal activity.
2. Unauthorized downloading of software, regardless of whether it is copyrighted or de-virused.
3. Wastefully using resources, such as file space.
4. Hacking or gaining unauthorized access to files, resources or entities.
5. Invading the privacy of individuals, that includes the unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature, including a photograph.
6. Use of the network for private commercial or for-profit purposes.
7. Use of the network for product advertisement or political lobbying.
8. Use of the network for hate mail, discriminatory remarks, and offensive or inflammatory communication.
9. Unauthorized or illegal installation, distribution, reproduction, or use of copyrighted materials.
10. Use of the network to access obscene or pornographic material.
11. Use of the network to transmit material likely to be offensive or objectionable to recipients.
12. Use of network facilities for fraudulent copying, communications, or modification, of materials in violation of copyright laws.
13. Intentionally obtaining or modifying files, passwords, and data belonging to other users, or using another user's account or password.

14. Posting material authorized or created by another without his or her consent.
15. Posting anonymous messages.
16. Downloading unauthorized games, programs, files or other electronic media.
17. The illegal use of copyrighted software by students and District employees is prohibited.
18. Use of the network in violation of the Open Meetings Act.
19. Abide by the generally accepted rules of network etiquette.

Use of Electronic Mail

The District's electronic email system, and its constituent software, hardware, and data files, are owned and controlled by the School District. The School District provides email to aid students and staff members in fulfilling their duties and responsibilities, and as an educational tool.

The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account's user. Unauthorized access by any student or staff member to an electronic mail account is strictly prohibited.

Each person should use the same degree of care in drafting an electronic mail message as would be put into a written memorandum or document. Nothing should be transmitted in an e-mail message that would be inappropriate in a letter or memorandum.

Electronic messages transmitted via the School District's Internet gateway carry with them an identification of the user's Internet "domain." This domain name is a registered domain name and identifies the author as being with the School District. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of this School District. Users will be held personally responsible for the content of any and all electronic e-mail message transmitted to external recipients.

Any message received from an unknown sender via the Internet should be either immediately deleted or forwarded to the system administrator. Downloading any file attached to any Internet-based message is prohibited unless the user is certain of that message's authenticity and the nature of the file so transmitted.

Violation of Acceptable Use Guidelines

Any user violating these rules, applicable state and federal laws and district rules are subject to District Disciplinary options, including suspending or revoking district network use rights. Should the District incur damages (including attorneys fees) as a result of the inappropriate use of technology, the user will be responsible for those damages.

Safety

Mundelein High School will make every effort possible to protect users of the network from harassment or unwanted or unsolicited communication. Any network user who receives threatening or unwelcome communication shall immediately bring them to the attention of a teacher or administrator.

Network users shall not publish or reveal personal information about themselves or others on the network.

Network users shall not engage in instant messaging, social networking, nor participate in chat rooms or video conferences without express permission while on school property.