ACCEPTABLE USE POLICY

Acceptable Use Policies are in place for staff and students within the district. The Children's Online Privacy Protection Act (COPPA) requires that web site operators obtain verified parental consent before collecting, using, or storing "personally identifiable information" about children less than 13 years of age. Internet safety lessons in our schools remind students that they should never reveal personal information online. Further, following the Children's Internet Protection Act (CIPA), the District has implemented measures to block and/or filter internet access to sites that may be obscene, pornographic or deemed harmful to minors. The District Acceptable Use Policy outlines that student online activity be monitored and addresses (1) access by minors to inappropriate content on the internet, (2) safety and security of minors when utilizing district email, chat functions, online learning courses and other forms of electronic communication, (3) unauthorized access or other unlawful activities by minors online, and (4) unauthorized disclosure, use, or dissemination of personal information.

The Oak Park School District operates a content filtering system through its servers, software, and network configuration. Internet activity is also monitored through Oakland Schools as student's access content through the ISD servers.

All students and staff are expected to follow the Acceptable Use Policy for the District.

Rights
Each user has the conditional right to make use of hardware and software provided by the District as an integral component of the curriculum and for personal professional growth.

Users have the conditional right to access the Internet for personal professional growth, information gathering and communication as long as they do so in a manner consistent with the responsibilities listed below.

Responsibilities
A user exercising their conditional rights to use any hardware or software as an education resource shall also accept the responsibility for the preservation and care of that hardware or software. Users may be held responsible for damages caused to any District equipment.

An individual using the Internet as an educational resource shall accept the responsibility for the lawful and appropriate use of all material received under their account. Said individual acknowledges the District does not have complete control over the content or information on the internet. Some sites accessible via the internet may contain material that is inappropriate for educational use in a K-12 setting. The District does not permit usage of such materials, and it is the user's responsibility to navigate away from said materials.

Users will be held accountable for any attempts at or knowingly allowing and/or running a

computer virus on district equipment.

Use of the network to access pornographic materials, inappropriate test files or files dangerous to the integrity of the network is prohibited.

Users will not attempt to gain access to, modify or use someone else's account.

Use of the network for commercial or for-profit purposes, or for fund-raising without district approval is not allowed.

Copyright laws will be strictly adhered to when using all Technological Equipment including, but not limited to computers, scanners, CD/DVD/Blue Ray, and video equipment in the building.

All violations of copyright laws (i.e., copying programs without written permission from the copyright holder who is the author or producer of the program) will be addressed under local, state or federal laws or ordinances.

Use of the network to harass other users or to plagiarize material is strictly prohibited and will be addressed by local, state or federal laws or ordinances.

It is the user's responsibility to maintain the integrity and security of their network login Ids and passwords.Users must login using their own login ID, and non-other. Users must not share, or allow others to use their passwords or account information.

It is the user's responsibility to maintain the integrity of electronic mail systems. Users must respect the privacy of others, and are responsible for reporting all violations of privacy. A user is responsible for reporting to an administrator, email received by them, which contains pornography, inappropriate information such as unethical or illegal solicitation, or text files that are potentially dangerous to the hardware or software of the network. Sending email, which contains any of the types of information listed above, is prohibited.

Oak Park District Rights
It is to be understood that there is not expectation of privacy on the District network and computers, and that the District has the right to review any material stored in files to which users have access, to edit or remove any material which the district in its sole discretion, believes is unlawful, obscene, abusive or objectionable, and to take appropriate legal action.

Oak Park School District makes no warranties of a kind, whether expressed or implied, for the service it is providing. The District will not be responsible for loss of data, service interruption, or for the accuracy or quality of information obtained through Internet service.

In compliance with the Children's Internet Protection Act ("CIPA"), Oak Park School District has implemented filtering and/or blocking software to restrict access to Internet sites containing child pornography, obscene depictions, or other materials harmful to minors under the age of 18.[Note: CIPA does not enumerate any actual words or concepts that should be filtered or blocked. Thus, CIPA necessarily requires that the School District determine which words or

concepts are objectionable]. However, no software is foolproof, and there is still a risk an Internet user may be exposed to a site containing such materials. An Account user who incidentally connects to such a site must immediately disconnect from the site and notify a teacher or supervisor. If an Account user sees another user is accessing inappropriate sites, he or she should notify a teacher or supervisor immediately.

WARNING: The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, of otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, emailing, etc.) may constitute a CRIME under state and/or federal law. Any person taking, disseminating, transferring, or sharing obscene, pornographic, lewd, or otherwise illegal images or photographs will be reported to law enforcement and/or other appropriate state or federal agencies, which may result in arrest, criminal prosecution, and LIFETIME inclusion on sexual offender registries.

Employees/Students understand and agree to all of the above rights and responsibilities and further agree to indemnify and hold harmless the Oak Park School District, Its board members, officers, and employees, and all organizations affiliated with the Oak Park School District's Internet connection, for any and all claims of any nature arising from the Student's use of the Oak Park School District's computer software, hardware, and/or Internet connection per Board Policy 7540

1:1 Laptop Program rules and procedures:
The Oak Park School District takes great pride in providing students with the technology necessary to compete in the 21st Century. To that end, the school will make its best effort to repair any District computer/iPad/Chromebook that fails due to normal use. However, if a device needs to be repaired because of vandalism or carelessness on the part of a student, the repair cost will become the responsibility of that student and their respective Parent/Guardian. Students are assigned computers, iPads, Chromebooks, or other computational devices; they are not to use another device unless specifically directed by the teacher. Parents will be notified if a situation arises which may require charges for repairs or replacements.

Further, it is understood that if your child breaks any part of the computer/device or damages furniture he/she will not be allowed to use the computer equipment until the repair/replacement cost is settled with the school.

Students are responsible for the respectful use and care of Computer/iPad/Chromebook/Technology equipment they use.

Students are not to move/copy/delete/execute files on District owned equipment or network unless specifically told to do so by a faculty member.

Students are to show environmental responsibility with respect to the number of pages printed on school printers.

Food/Drink are not permitted when students are using the district issued technology.

The internet is only to be used for academic purposes and/or e-mail. No downloading of games or information of a personal nature is permitted.

Students may be given assignments which involve the use of the internet. Students are expected to abide by the Acceptable Use Policy at all times.

Any student found violating any of these rules and procedures may be subject to a loss of the 1:1 Laptop Program privileges or further restrictions.

Student Guidelines:
Students are expected to follow all rules and regulations set forth is the Oak Park School District Acceptable Use Policy

Students are expected to demonstrate ethical behavior in using the District network facilities and follow all guidelines stated below as well as those given orally by the staff. Any actions showing disregard for District procedures, or those actions that might harm the computer equipment or software, or impair its effective use will not be tolerated.

Before initial device use, students will receive an overview of the aspects of security and ethics involved in using the Oak Park School District computer network. Students are expected to abide by the information presented during the overview.

Students may be required to use e-mail, internet, and/or network logins/passwords. Students must not give out or allow others to use their passwords or account information, nor use other student's account information. To do so is a violation of the Acceptable Use Policy.

Any action by a student that is determined by his/her classroom teacher or system administrator to constitute an inappropriate use of the internet or improperly restrict or inhibit others from using and enjoying the internet may be deemed a violation of the Acceptable Use Policy.

Transmission of material, information, or software in violation of any school district policy, or local, state, or federal law is prohibited and is a breach of the Acceptable Use Policy.

Violating the Acceptable Use Policy may result in:
- Restricted network access
- Loss of network access
- Disciplinary or legal action including, but not limited to, criminal prosecution under appropriate state and federal laws

In order to ensure smooth system operations, the System Administrator has the authority to monitor all accounts. Every effort will be made to maintain privacy and security in this process

If you have any questions or concerns, please feel free to call or email your school administrator.