

DPSA Policy for Acceptable Use of Technology Resources and the Internet

What is an Acceptable Use Policy?

The purpose of an acceptable use policy is to establish and administer guidelines for the proper use of technology resources by staff, students and other users. The policy also serves to define appropriate and ethical uses of technology resources, identify responsibilities, and to protect the rights of individuals and organizations.

What do Technology Resources Include?

All voice, video and data systems such as telephones, televisions, computers, networks and supplies are included as technology resources. Technology resources, as learning tools, are similar to books, magazines, or any other information source. Any concerns relating to these technology resources will be handled in the same way that concerns about other educational resources are handled.

DPSA Edison Charter School and the Internet

The goal of the DPSA Edison Charter School in providing access to the Internet is to promote educational excellence in our schools. The Internet is a global network with great information and educational potential connecting thousands of computers all over the world and millions of individual users. The skills required for its use are vital to the productivity and citizenship of individuals in a democracy, higher education, and the work force.

The Internet, which connects educators, businesses, the government, the military, and organizations, is not under the control of this school district. Making Internet access available to students carries with it the possibility that some students might encounter information that some have identified as controversial and of potential harm to students. Because information on the Internet appears, disappears, and changes, it is not possible to predict or control what students may locate. While it is possible to select some resources which will be more easily available to students, and while the school will do all it can to ensure students use the information available in a manner consistent with the guidelines, school personnel cannot promise to control the Internet environment for students.

The DPSA Edison Charter School will actively focus on providing individual users, both student and adult, with the understanding and skills needed to use the Internet in ways appropriate to educational needs and personal safety. Students will be taught appropriate use of email and other Internet resources. The use of technology and the Internet is a privilege, not a right, and inappropriate or unauthorized use will result in disciplinary action, including the termination of the Internet access of any person who misuses his or her

access privileges at the sole discretion of the building TSL Director and Head of Schools.

Staff Responsibilities Include:

- Develop and help students develop the skills needed to discriminate among information sources, to identify information appropriate to age and developmental levels, and to evaluate and use information to meet educational goals.
- Supervise and/or monitor all to whom one grants access to technology resources regarding implementation of this policy.
- Take an active role in ensuring that students and their parents are aware of the individual student's responsibility to use technology resources in an ethical and educational manner.

Student Responsibilities Include:

- Demonstrate basic skills in computer use.
- Demonstrate understanding of this policy.
- Have parental permission before being allowed to use any school computer on the Internet without direct supervision by a teacher.
- Never give out personal or family information such as phone numbers, credit card numbers, or home addresses.
- Never arrange for a face to face meeting with a stranger and never respond to abusive or suggestive messages. Report all such instances immediately to a teacher or member of the technology staff.

Network User Responsibilities

- Use of the district's technology resources must be in support of education and research consistent with the educational objectives of the Duluth Edison Schools.
- Comply with all rules and laws regarding access and copying of information as prescribes by Federal, State, or local law, and Internet providers.
- Be polite and appropriate. Adhere to all standards of courtesy, etiquette, and existing board policies as they may be interpreted to apply to technology resources.
- Help maintain security of district technology resources by following this policy and maintaining secrecy of all passwords. All known breaches of security must be reported to a member of the Technology Team. Do not demonstrate any known problem to other users before reporting it.
- Be aware that network files and electronic mail are not guaranteed to be private. School technology personnel shall have access to all files.
- Do not permit others to use your account.

Unacceptable Uses Include, but are not Limited to:

- Providing unauthorized or inappropriate access to district technology resources.

- Any attempt to harm or destroy data of another user or other networks connected to the Internet.
- Activities involving the loss or unauthorized use of others' work.
- Distribution or use of obscene, abusive, or threatening material.
- Unauthorized use of school resources for commercial, illegal, or profit-making enterprises.
- Knowingly wasting technology resources.
- Physical abuse of the equipment.
- Using technology resources in ways that violate school policies and behavior standards.
- Degrading or disrupting equipment or system performance.
- Installing unauthorized software on school computers, or any violation of copyright established for computer software.

Internet Use Agreement

DPSA believes that the benefits to educators, students, and other users of the Internet far out way the disadvantages. Even so, parents and guardians of minors are responsible for setting the standards that their children or ward should follow. To support and respect each family's right to decide whether or not their child may have access to this resource, no child will be allowed to operate a computer to access the Internet unless all parties commit to responsibility by completing the attached DPSA Internet Use Agreement. No child will be allowed to operate a computer to access the Internet without direct adult supervision.

CIPA Compliance:

The Duluth Public Schools Academy is CIPA (CHILDREN'S INTERNET PROTECTION ACT) compliant. DPSA, through the Edison network, uses filtering software as part of the Edison Schools' Internet Safety Policy. Edison Schools' Internet Safety Policy for students includes monitoring the on-line activities of students and the use of filtering software, Websense, on its computers with Internet access that is designed to protect against access through such computers to visual depictions that are obscene, child pornography, or harmful to minors. Filtering software will be utilized on all computers with Internet access within the schools, regardless of whether a portion of such computers are used only by school personnel.

A copy of the Edison School, Inc. National Computer User Policy is available for review in each schools office.