



# Galesburg Community Unit School District 205

932 Harrison Street  
Galesburg, IL 61401  
Ph. (309) 973-2000  
Fax (309) 343-7757  
[www.galesburg205.org](http://www.galesburg205.org)

## **Acceptable Use of the District's Electronic Networks**

The purpose of the AUP is to ensure the safety, reliability, accountability, data integrity and security of all the digital network and other district technology resources. It also protects our students, staff and technology resources.

Please read the entire document before signing.

All 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 (2) for a legitimate school business purpose. Use is a privilege, not a right. Users of the District's electronic networks have no expectation of privacy in any material that is stored on, transmitted, or received via the District's electronic networks. General rules for behavior and communications apply when using electronic networks. The District's administrative procedure, Acceptable Use of the District's Electronic Networks, contains the appropriate uses, ethics, and protocol. Electronic communications and downloaded material, including files deleted from a user's account but not erased, may be monitored or read by school officials. (Board Policy 6:235)

Any individual intentionally failing to follow the terms of the *Acceptable use of the District's Electronic Networks* will be subject to disciplinary action and/or appropriate legal action. The signature of this document is legally binding and indicates the party who signed has read the terms and conditions and understands their significance.

## **Terms and Conditions**

1. Acceptable Use-Access to the District's Internet must be consistent with the District's educational objectives.
2. Privileges-The use of the District's Internet is a privilege, not a right; intentional inappropriate use will result in those privileges being rescinded. The administration has final authority on all decisions regarding violations of this *Authorization* and may deny, revoke, or suspend access at any time.
3. Unacceptable Use-Responsibility for your intentional action and activities involving the network belongs to you. Some examples of unacceptable uses are:
  - a. Using the network for illegal activity;
  - b. Downloading copyrighted material for other than classroom/personal use;
  - c. Using the network for private or commercial advertising or financial gain;
  - d. Gaining unauthorized access to resources or entities;
  - e. Invading the privacy of individuals;
  - f. Using another user's account or password;
  - g. Accessing, submitting posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually-oriented, threatening, racially offensive, harassing, or illegal material;
  - h. Any attempt to bypass or otherwise defeat the purpose of the District's Internet content filter;
  - i. Mass distribution of chain letters or other messages not directly related to district business.
4. Network Etiquette-Abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:
  - a. Be polite. Do not become abusive in your messages to others.
  - b. Use appropriate language.
  - c. Do not reveal the personal addresses or telephone numbers of students or colleagues.
  - d. Recognize that electronic email (E-Mail) is not private. People who operate the system have access to all emails.



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- e. Do not use the network in any way that would disrupt its use by other users.
5. No Warranties-The District makes no warranties of any kind, whether expressed or implied, for the service, it is providing. The District will not be responsible for any damages you suffer. This includes loss of data resulting from delays, non-deliveries, missed deliveries, or service interruptions caused by its negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services.
  6. Indemnification-The user agrees to indemnify the School District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any intentional breach of this *Authorization*.
  7. Security-Network security is a high priority. If you can identify a security problem on the Internet, you must notify the system administrator or Building Principal. Do not demonstrate the problem to other users. Keep your account and password confidential, only use the network account you have been assigned. Attempts to log on to the Internet as a system administrator will result in the cancellation of user privileges. The IT department should be contacted for any issue involving gaining access to resources that would require the use of another individual's network account. Any user identified as a security risk may be denied access to the network.
  8. Damage-Any malicious attempt to harm or destroy district equipment or materials, data of another user of the district's system, or any of the agencies or other networks that are connected to the Internet is prohibited. Deliberate attempts to degrade or disrupt system performance may be viewed as violations of district policy and administrative regulations and, possibly, as criminal activity under applicable state and federal laws. This includes, but is not limited to, the uploading or creating of computer viruses. Damage to any equipment and materials will result in the cancellation of system use privileges and will require restitution for costs associated with system restitution, hardware, or software costs.

I understand and will abide by the above *Authorization of Internet Access*. I further understand that should I commit any intentional violation, my access privileges may be revoked, and school disciplinary action and/or appropriate legal action may be taken. In consideration for using the District's Internet connection and having access to public networks, I hereby release Galesburg CUSD #205 and its Board members, employees, and agents from any claims and damages arising from my use, or inability to use the Internet.

SIGNATATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Name (Printed):  
\_\_\_\_\_