



# Winlock School District

401 NE First Street/PO Box 128, Winlock Washington 98596 --- Phone: 360-785-3582 --- Fax: 360-262-6651

Interim Superintendent: Bob Garrett, Business Manager: Gloria Dupree, Special Programs Director: Michelle

Jeffries, Payroll/Benefits: Joleen Poirrier

## Winlock School District Technology Terms and Conditions Signature Form

The Winlock School District Network is provided for students and staff to conduct research, communicate, and compose/organize electronic files for educational purposes. Files, e-mail communications, Internet access, and network utilization are monitored by the Winlock School District. All files and communications are the property of Winlock Schools and are not private.

Behaviors that are not permitted on our network include (but are not limited to):

1. Sending or displaying offensive messages or pictures.
2. Using obscene language.
3. Harassing, insulting, or attacking others.
4. Damaging computer systems or computer networks.
5. Violating copyright laws.
6. Trespassing and/or deletion of another user's folder, documents, or files.
7. Intentionally creating or transmitting viral communications.
8. Using the network for commercial purposes.
9. Using the system resources for games (including multi-user and online games).
10. Entering threatening or sexually explicit material into the network.
11. Attempting to break into our computer network or into other computer networks.
12. Connecting personal computers and peripherals to the network without permission.
13. Installing personal or downloaded software to any computer in the district.

Violations of the guidelines cited above could result in loss of access to the network as well as other disciplinary or legal action.

By signing this form, you agree to the following statement: As a user of the Winlock School District Network, I hereby agree to comply with its Terms and Conditions. I will communicate over and use the network in a responsible manner while abiding by all relevant laws and restrictions.

Name (print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Office Use: Once signed the original is to be placed in the employee's personnel file and a copy sent to the District Technology Director.

THE DISTRICT WILL PROVIDE EQUAL EDUCATIONAL OPPORTUNITY FOR ALL STUDENTS IN ALL ASPECTS OF THE ACADEMIC AND ACTIVITIES PROGRAM WITHOUT DISCRIMINATION BASED ON RACE, RELIGION, CREED, COLOR, NATIONAL ORIGIN, AGE, HONORABLY-DISCHARGED VETERAN OR MILITARY STATUS, SEX, SEXUAL ORIENTATION, GENDER EXPRESSION OR IDENTITY, MARITAL STATUS, THE PRESENCE OF ANY SENSORY, MENTAL OR PHYSICAL DISABILITY, OR THE USE OF A TRAINED DOG GUIDE OR SERVICE ANIMAL BY A PERSON WITH A DISABILITY. THE DISTRICT WILL PROVIDE EQUAL ACCESS TO THE BOY SCOUTS AND OTHER DESIGNATED YOUTH GROUPS. THE FOLLOWING POSITIONS HAVE BEEN DESIGNATED TO HANDLE QUESTIONS AND COMPLAINTS OF ALLEGED DISCRIMINATION: CIVIL RIGHTS COMPLIANCE COORDINATOR, GLORIA DUPREE 360-785-3582 401 NE 1ST STREET PO BOX 128, WINLOCK, WA 98596. TITLE IX COMPLIANCE COORDINATOR, DRACY MCCOY 360-785-3516 DMCCOY@WINLOCK.WEDNET.EDU 241 N. MILITARY RD, WINLOCK, WA 98589, SECTION 504 COMPLIANCE COORDINATOR AND LANGUAGE ACCESS LIAISON, MICHELLE JEFFRIES 360-785-3582 MJEFFRIES@WINLOCK.WEDNET.EDU 401 NE 1ST STREET PO BOX 128, WINLOCK, WA 98596.