Tulia Independent School District
Acceptable Use Policy

TERMS AND CONDITIONS FOR THE USE OF THE ELECTRONIC NETWORK

Tulia ISD recognizes that access to technology in school gives students greater opportunities to learn, engage, communicate, and develop skills that will prepare them for work, life and citizenship. Tulia ISD makes a variety of communications and information technologies available to students and District employees through an Electronic Communications System that includes, but is not limited to, computer, network, and Internet access. These technologies, when properly used, promote educational excellence in the District by facilitating educational research, resource sharing, innovation, and communication within the District. Students may be given access to the District's Electronic Communications System for educational purposes.

We are committed to helping students develop 21st century skills. We strive to provide teachers with access to the best and most accurate online resources in order to integrate technology into the classroom and utilize any tool available to provide students with the best and most engaging learning experience possible. It is also our goal to maintain a robust Network infrastructure to allow for improved communication with parents, the local community and within the school district.

With the advent of telecommunications, Tulia ISD has an exciting opportunity to enhance and promote educational excellence. With this opportunity comes the responsibility for acceptable and appropriate use of the computers, electronic networks, and the Internet. This Acceptable Use Policy outlines the guidelines and behaviors that users are expected to follow when using school technologies or when using personally owned devices on the school campus.

Copyright
TISD expects all computer users to abide by all copyright laws and license agreements pertaining to software packages used in the district. Non-compliance with this Acceptable Use Policy includes unauthorized use of copyrighted material, including violating district software licensing agreements.
Students and/or faculty will not be permitted to load or download any computer software without the written consent of the district technology department.
Copying of district owned or personal software is strictly prohibited.
Plagiarizing information from the Internet is an act of theft. Any student caught plagiarizing will be subject to the disciplinary action outlined in the Student Code of Conduct.

Security
Staff will turn off their screens/projectors and lock their devices when leaving their desks or classroom.
Only students authorized to use a computer account may do so.
A secure password will be maintained at all times. Students must keep their passwords confidential.
Access or attempt to gain access to passwords or restricted areas will result in termination of computer privileges and/or any other penalty determined by the computer administrators.
Users of the campus computer system have a responsibility to inform a campus administrator if a security problem is suspected or identified.
To maintain security, the district reserves the right to review personal files at any time. A search will be conducted if there is sufficient suspicion or evidence to warrant an investigation. This will be determined by the campus principal.
Email accounts are subject to parental inquiries at any time, and the contents of their child's, but only their child's, account can and will be disclosed. The request must be in writing.
Knowingly or inadvertently spreading a computer virus will result in a suspension of computer privileges and will be subject to the Student Code of Conduct.
The modification, damage, or destruction of software is prohibited.
Forgery or attempted forgery of electronic mail messages is prohibited. Attempts to read, delete, copy or modify

the email of other users are prohibited.

A student knowingly bringing prohibited materials into the school's electronic environment will be subject to a suspension and/or a revocation of privileges on the district's system and will be subject to disciplinary action in accordance with the Student Code of Conduct.

Personal Safety

Every effort is made to maintain the integrity of the computer system and to protect the students from unacceptable materials by providing a well-structured and safe learning environment. Responsibility for personal safety lies with the user by:

Not giving their real name, address, or phone numbers.

Not agreeing to meet with someone who has been met on the Internet without parental knowledge or approval.

Not releasing school information such as addresses or phone numbers.

Realizing that all information is not always accurate or truthful.

Reporting any message or site that the user feels is inappropriate or undesirable.

District Website

The district will establish a website and will develop web pages that will present information about the district. The Network Administrator will be designated the webmaster, responsible for maintaining the district website.

Campuses will be responsible for the production and edit work for campus web pages.

Schools and classes may establish web pages that present information about the school or class activities. The campus principal will be responsible for managing the content on the school website.

Internet Access

An account agreement must be signed by both parent and student before the student will be allowed access to the Internet. Parents have the right to withdraw permission at any time.

Any material produced to be placed on the Internet must be approved by the campus principal. All materials must relate to school or educational activities.

All eligible students will have equal access to the Internet resources. Exploration of the Internet for educational purposes is encouraged, but no single user should monopolize a computer or the network it uses. Personal files may be removed if total system space becomes low.

An Internet account may not be used for any commercial purpose.

Personally owned devices will be allowed to access the district's wireless LAN through a login to the wireless system. These devices will not have access rights to TISD network servers, folders or district owned printers.

Netiquette

All users are expected to abide by the rules of etiquette when using the network. Following is a list of examples, but the rules are not limited to only these.

Politeness. Verbal abuse is not acceptable.

Appropriate language must be used at all times. The Student Code of Conduct rules apply to language used on the Internet.

Illegal activities are strictly forbidden, and Code of Conduct rules will be enforced.

Personal addresses, phone numbers, and information of students and faculty should not be released on the Internet or through email. No email should be considered private.

Any use of the network that disrupts the ability of others to successfully use the network is prohibited.

Subject headings in e-mail transmission should be used and stated clearly.

Wording should be chosen carefully because context clues or voice inflections are not conveyed over the net.

Harassment, as defined in the Student Code of Conduct, is strictly prohibited and will be dealt with in accordance with TISD policy.

False, defamatory, and/or inflammatory information about another person or information that will damage or disrupt the system is prohibited.

Use related to commercial activities or for commercial gain, or the advertisement for purchase or sale of a products prohibited.

Participating in chat rooms other than those sponsored and overseen by the district is prohibited.

Vandalism
Vandalism is the malicious attempt to destroy or harm district data or hardware, data of another user of the district's system or any users connected to the Internet. This includes, but is not limited to, the uploading of viruses and worms, or "hacking", i.e., attempting unauthorized access to any computer whether within the district's network or outside it.
Deliberate attempts to degrade or disrupt system performance may be viewed as violation of district policy and Student Code of Conduct and, possibly, as criminal activity under applicable state and federal laws.
Monetary responsibility lies with the student and/or parent if repair or replacement of software or hardware is necessary if the damage was caused by careless use or vandalism.
It is the user's responsibility to report any misuse of software or hardware to the campus administrators, teacher, or teaching assistants. Knowingly withholding or suppressing information about vandalism could result in loss of computer privileges and disciplinary action.
Programs developed to harass are strictly prohibited and will result in loss of computer privileges and disciplinary action.
Forgery of electronic mail messages or transmission of unsolicited junk e-mail chain messages is prohibited.
Users shall not erase, rename, or make unusable anyone else's computer files, programs, or disks.
Users shall not disassemble or remove any parts of a computer or computer related system, without prior authorization form the district Technology Office.
Vandalism as defined above will result in the cancellation of system use privileges and will require restitution for costs associated with system restoration, hardware or software costs.

Intentional Vandalism or Repeated Misuse Fines (Replaces Usage Fees)
All students will be fined the amount (no greater than the cost to replace or repair with replacement parts) if the damage to a school issued Chromebook is the result of intentional vandalism or a repeated pattern of mishandeling. TISD Technology staff and Campus Administration will make the determination of intentionality.

Missing Charging Brick Fine
All students will be responsible for the full cost of replacing their assigned charging brick if it becomes lost, stolen, or intentionally damaged. TISD Technology Staff and Campus Administration will make the determination of intentionality.

Consequences of Inappropriate Network Behavior
All of the policies and procedures for acceptable use of computers and networks are intended to make the computers and networks more reliable for users and are intended to minimize the burden of administering the networks, so more time can be spent enhancing services.

Use of the computer to access telecommunication resources is a privilege and not a right. Violation of the policies and procedures of Tulia ISD concerning the use of computers and networks will result in the following disciplinary actions.
Suspension of access to the District's Electronic Communication System and notification of parents
Revocation of the District's Electronic Communications System account(s); and/or
Other appropriate disciplinary or legal action in accordance with the Student Code of Conduct and applicable laws.
Disciplinary actions will be taken when a student engages in conduct on the Internet that contains the elements of the offense of criminal mischief, as defined by State and Federal law. Disciplinary actions will be considered in flagrant violations that blatantly corrupt the educational value of computers for the Internet, or instances when students have used TISD Internet access to violate the law or to compromise another computer network.
Students who leave the District and fail to check in their laptops and related equipment will have felony theft charges filed against them immediately upon the District's knowledge of such an event. The District will prosecute the occurrence to the fullest extent of the law.

Disclaimer

Tulia ISD makes no guarantee that the system and services provided will be fault proof or without defect and will not be held responsible for the accuracy or quality of any information obtained via the Internet. The district will not be held responsible for any damage that may occur, including but not limited to loss of information, interruption of data, accuracy of data, quality of data obtained or stored on the system. Tulia ISD will not be held responsible for any financial obligations arising through unauthorized purchases or commercial ventures on the system. Every possible precaution is taken with the privacy of the user in mind, but all persons should realize that the Internet is not a secure network and that electronic communication, including e-mail, is not always completely private. The campus and TISD accept no responsibility for any damage done directly or indirectly by the inadvertent mishandling of email.

The parent or legal guardian of a student user is required to acknowledge receipt and understanding of acceptable use of the District's Electronic Communications System. The parent or legal guardian and the student must sign and acknowledgement form consenting to the terms and conditions in this acceptable use document before a student can be given access to the Electronic Communications System.

Tulia Independent School District Laptop Acceptable Use Agreement
STUDENT/STAFF AGREEMENT:

I, _____, understand and will abide by the District guidelines, policies, and conditions for the use of the facilities of Tulia ISD and access to the Internet. I further understand that any violation of the District guidelines or copyright policies is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges will be revoked. School disciplinary action and/or appropriate legal action may be taken.

I agree not to hold Tulia ISD, any of its employees, or any of the institutions for networks providing access to Tulia ISD responsible for the performance of the system. I also agree to hold none of the latter responsible for the content of any material accessed through the network or damage to personal equipment caused by computer networking through the district.

_____   _____   _____
Student or Staff Signature   Student or Staff Printed Name   Date

PARENT AGREEMENT:

I, _____, have read the Tulia ISD's Acceptable Use of Computers Policy. I understand that access is designed for educational purposes. I also recognize that it is impossible for the District to restrict access to controversial materials, and I will not hold the District responsible for supervision when my child's use is not in a school setting. I understand that my child must abide by the Tulia ISD's Acceptable Use Policy and District copyright guidelines. Should he or she commit any violation, access privileges may be revoked and disciplinary and/or appropriate legal action may be taken. By signing this form I agree to the Tulia ISD Laptop procedures, Acceptable Use Policy, and I have received a copy of the policy and procedures for my records. I hereby authorize Internet access for my child.

_____   _____   _____
Parent Signature   Parent Printed Name   Date

TULIA ISD:
School Official Date (Updated 6/21/2021)