

## ACCEPTABLE USE POLICY FOR INTERNET/COMPUTER NETWORKS

### TERMS AND CONDITIONS FOR USE OF THE INTERNET/COMPUTER NETWORKS

Internet access is now available to students teachers and administrators in the Farmingdale School District. Access is being offered to staff and students as part of a collaborative instructional project between the District and a service provider. Our goal in providing this service to administrators, teachers and students is to promote educational excellence in the Farmingdale School District by facilitating resource sharing innovations and communications:

Students and staff shall have access to:

- (1) electronic mail communication with people all over the world;
- (2) information and news from a variety of research institutions in the fields of education, government, science and technology, social science, humanities and commercial enterprises;
- (3) public domain and shareware software of all types;
- (4) discussion groups, newsgroups and listservs on a plethora of topics;
- (5) many university library catalogs, the Library of Congress, ERIC, museums, etc.

The district has taken available precautions to deny access to areas of the local network which are restricted. However, on a global network, it is impossible to control all materials and to completely prevent access to controversial information in written and graphic form. The District through appropriate levels of administration and teachers, shall monitor the use of the Internet/computer networks authorized by this policy. Any inappropriate use of hardware, software or access to information on the internet may result in the cancellation of user privileges (see: paragraph 1-3, 6 and 7 infra).

*Internet/Computer Network Terms and Conditions*

The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. The smooth operation of the network relies upon the proper conduct of the end user who must adhere to strict guidelines. These guidelines are provided so that users are aware of the responsibilities they are about to acquire. In general, this requires efficient, ethical and legal utilization of the network resources. If a District user violates any of these provisions, and/or the provisions of the attached Acknowledgment of Responsibilities Exhibit 4526-E.1, his or her account will be terminated and future access may be denied. The signature of the user on the required application and acknowledgment forms is legally binding and indicates that the party who executed same has read the terms and conditions carefully and understands their significance.

**4526**

1. Acceptable Use The use of an account must be in support of education and research and consistent with the educational objectives of the District. Use of other organization's network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any United States or State regulation are prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secret. Use for commercial activity is not acceptable. Use for product advertisement or political lobbying is also prohibited. The District shall have no responsibility for any misuse of the privilege granted under this policy (see: Save Harmless provision contained on the required Acknowledgment of Responsibilities form).
2. Privileges The use of the Internet/Computer Network is a privilege, not a right, and inappropriate use will result in cancellation of that privilege by the Superintendent or his/her designee. Any problems and/or questions must be directed to the Superintendent or such designee. The Superintendent, administration, faculty and staff of the District may deny, revoke, or suspend specific user accounts at their discretion for any misuse or violation of this policy. Individuals have the full responsibility for the use of their accounts, and, under no circumstance, may anyone share their account or password with any other person. Any such sharing of passwords or the use of accounts is prohibited. All recipients of accounts must participate in training pertaining to the proper use of the network. Account users are responsible for maintenance of their accounts. The Superintendent or designee will conduct a yearly review of all accounts to determine adherence to this policy.
- 3) Netiquette Individuals are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:

- a. Be polite. Do not be abusive in your messages to others.
- b. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
- c. Do not reveal your personal address, phone number, and credit card number or those of students or colleagues.
- d. Note that electronic mail (e-mail) and data files are not guaranteed to be private. People who operate the systems DO have access to all mail and data. Message or other electronic data relating to or in support of illegal activities may be reported to the authorities or the Superintendent or his/her designee.
- e. Do not use the network in such a way that will disrupt its use by others.
- f. All communications and information accessible via the network should be assumed to be the property of the provider.
- g. Use of the system and the data acquired must be in strict compliance with the law.

4. Disclaimer The District makes no warranties of any kind, whether expressed or implied, for the service access or information it is providing pursuant to this policy. The District will not be responsible for any damage suffered. This includes loss of data resulting from delays, non-deliveries, misdeliveries, or service interruptions caused by the District's negligence or error or omissions. Use of any information obtained is at the user's risk. Any violation of State, Federal or local laws, ordinances, rules, or regulations, and any attended penalties, shall be the sole responsibility of the user. Furthermore, the District shall have no responsibility for use of the system by employees who abuse the system, violate this policy and/or the law. The District specifically denies responsibility for the accuracy or quality of information obtained through Internet services. It is the responsibility of each user to verify the integrity and authenticity of the information that is used.
5. Commercial Services Commercial services are available on the Internet. If a user chooses to access these services, the user is liable for any costs that may be incurred.
6. Security Issues If any user can identify a security problem on the Internet/Computer Network, they must notify the Superintendent or designee. Attempts to login to the Internet/Computer Network as a system administrator will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Internet/Computer Network.
7. Vandalism Vandalism will result in the cancellation of privileges. Vandalism includes any malicious attempt to harm or destroy District equipment, software or data, or that of another user, the Internet or any agencies or other networks that are connected to the Internet. This includes, but is not limited to, the uploading or creation of computer viruses. In the case of vandalism to District equipment, the user will be financially responsible to reimburse the District for repair or replacement of said equipment.

Adoption date: July 5, 1995

Reaffirmed: July 1, 1998

**SCHOOL DISTRICT COMPLIANCE  
WITH COPYRIGHT LAW**

The Board of Education acknowledges that copyright law provides authors with the exclusive right to reproduce their materials in copies, to prepare derivative works from their materials, to distribute copies of their materials, and to perform and distribute the materials publicly.

The Superintendent of Schools shall develop and submit to the Board for approval, procedures which comply with copyright law to be followed by district personnel.

Ref: 17 U.S.C. §§101; 106; 107; 117; 201(b)  
*Encyclopedia Britannica Educational Corporation v. Crooks*,  
542 F.Supp. 1156 (W.D.N.Y.1982), 558 F.Supp. 1247 (1983)  
U.S. Const., Art. I,§8, Cl. 8

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