Adult Acceptable Use Policy
Walton-Verona Independent Schools
Walton, Kentucky

http://wv.kyschools.us
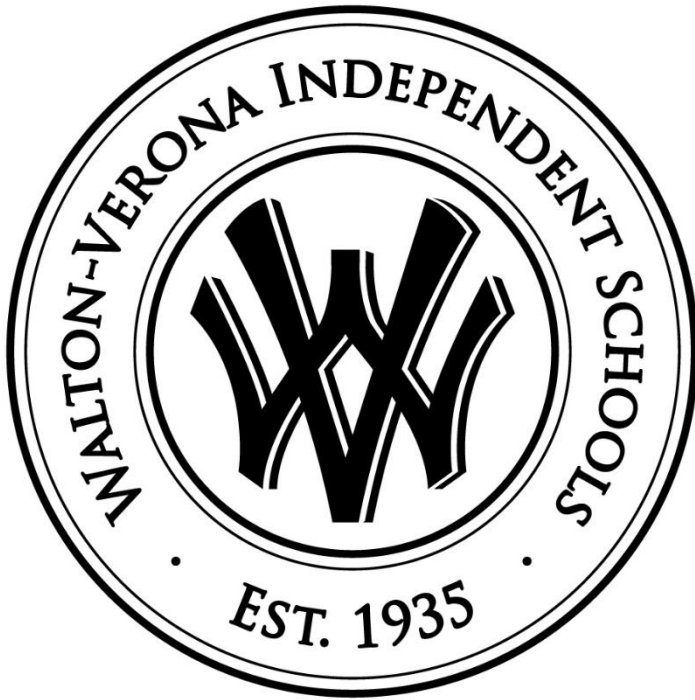
Prepared Date: May 1, 2021
Start Date: July 1, 2021

ADULT TECHNOLOGY ACCEPTABLE USE POLICY

Purpose
The computing resources at Walton-Verona Independent Schools support the educational, instructional, and administrative activities and the use of these resources is a privilege that is extended to students of the Walton-Verona Independent Schools. As a user of these services and facilities, you have access to valuable resources, to sensitive data, and to internal and external networks. Consequently, it is important for you to behave in a responsible, ethical, and legal manner.

In general, acceptable use means respecting the rights of other computer users, the integrity of the physical facilities and all pertinent license and contractual agreements. Use of networks or computing resources must comply with the rules and policies outlined in the Technology Acceptable Use Policy (TAUP). Reference board policy 08.2323. Violation of the following rules and policies can result in loss of network services including, but not limited to internet, and could eliminate future access or any other consequences as defined by the Superintendent or School Principals. These policies and laws are subject to change as state and federal laws develop and change.

Staff Access
A student and parent signature acknowledging the terms and conditions of the Student Technology Acceptable Use Policy is required before any student is given direct, hands-on access to the Internet or to teacher directed electronic mail. However, educators may use the Internet during class directed group demonstrations with or without parental consent.

Employees and volunteers and other adults will be held accountable for violations of the Acceptable Use Policy agreement and understand that disciplinary action may be taken.

The AUP is designed to enable all users to understand clearly their responsibilities as users of the Internet via the Walton-Verona Schools Network. If you have any questions about these responsibilities, please contact your building level technology assistant or the Director of Technology.

State and district provided resources offering instructional benefits may be used for the purpose of supplementing classroom instruction and to promote communications with students and parents concerning school-related activities

The Walton-Verona Board of Education will not be responsible for any damages including, but not limited to, loss of data, delays, non-deliveries, or service interruptions.

Electronic mail and other network communication are not private. Communication relating to or in support of illegal activities will be reported to the proper authorities. Any email received or sent through state-provided email system could be considered public record.

Communicate with students with district approved communication tools including social networking sites only. Board policy requires you to receive approval from the Director of Technology and follow all the requirements. Kentucky House Bill 5 addresses the safety and security of personal information held by public agencies and nonaffiliated third parties. Follow procedures for approval of communication tools to ensure compliance.

Staff members should not create personal social networking sites to which they invite students to be friends. Employees taking such action do so at their own risk.

Loss of Network Services
The Director of Technology may suspend or close an account at any time as required.
The administration of the Walton-Verona Schools may also request the Technology Assistant or the Director of Technology to deny, revoke, or suspend specific user accounts.

User Rights
Adult Users whose accounts are denied, suspended, or revoked do have the following rights:
To request in writing from the Director of Technology a written statement justifying the actions.
To submit a written appeal to the Superintendent.
Pending the decision of the Superintendent, a user can make a final appeal to the Board of Education.
The decision of the Board of Education is final.

Acceptable Use Policy
The use of your account must be in support of education and research and consistent with the educational objectives of the Walton-Verona Schools.

You may not use communications that are not directly related to instruction or sanctioned school activities. This includes subscription to mailing lists and social networking sites.

Do not harass, insult or attack others.

You may only access email and other communication services provided by the state or district.

You may not use anyone else's password or give your password to any other person. Change your password if you believe someone else knows your password.

You may not send, copy or display offensive text or graphics (e.g. pornographic or inappropriate images, etc.).

You may not damage computers, computer systems or computer networks including attempting to bypass or successfully bypassing any security measures implemented to limit access, or for any other reason. A student is responsible for any intentional damage he/she causes to technology equipment. Along with reimbursement for the equipment and/or, county authorities may be contacted depending on the amount of the damage.

Do not reveal any personal information, your email or postal address, or phone number or those of other students unless a parent or a teacher has coordinated the communication.

You may not reveal the personal identity or post an image of a student or teacher or their work on the Internet without prior consent from their parent/guardian or that teacher, excluding public events.
You may not download, install or alter software on school computers without permission from the Director of Technology.

You may use only the computers, computer accounts, and computer files for which you have authorization.

You may not use another individual's account, or attempt to capture or guess other users' passwords.

You are individually responsible for appropriate use of all resources assigned to you, including the computer, the network address or port, software and hardware. Therefore, you are accountable to the district for all use of such resources. As an authorized student user of resources, you may not enable

unauthorized users to access the network by using a district computer or a personal computer that is connected to the district network.

The district is bound by its contractual and license agreements respecting certain third party resources; you are expected to comply with all such agreements when using such resources.

You should make a reasonable effort to protect your passwords and to secure resources against unauthorized use or access. You must configure hardware and software in a way that reasonably prevents unauthorized users from accessing districts network and computing resources.

You must not attempt to access restricted portions of the network, an operating system, security software or other administrative applications without appropriate authorization by the system owner or administrator.

You must comply with the policies and guidelines for any specific set of resources to which you have been granted access. When other policies are more restrictive than this policy, the more restrictive policy takes precedence.

You must not use district computing and/or network resources in conjunction with the execution of programs, software, processes, or automated transaction-based commands that are intended to disrupt (or that could reasonably be expected to disrupt) other computer or network users, or damage or degrade performance, software or hardware components of a system.

On district network and/or computing systems, do not use tools that are normally used to assess security or to attack computer systems or networks (e.g., password 'crackers,' vulnerability scanners, network sniffers, etc.).

You may not use district resources for product advertisement or other commercial use.

Any data from any storage source accessed at school should be related to school projects and be appropriate for use at school.

Do not store confidential documents on publicly accessible storage devices or folders. Be aware that network administrators periodically audit electronic resources for acceptable use.

Comply with Federal, State, and Local Laws
As a student, you are expected to comply with federal, state and local law.

Abide by all federal, state, and local laws.

The district has entered into legal agreements or contracts for many of our software and network resources which require each individual using them to comply with those agreements.

Observe the copyright law as it applies to music, videos, games, images, texts and other media in both personal use and in production of electronic information. The ease with which electronic materials can be copied, modified and sent over the Internet makes electronic materials extremely vulnerable to unauthorized access, invasion of privacy and copyright infringement.

Do not use, copy, or distribute copyrighted works (including but not limited to Web page graphics, sound files, film clips, trademarks, software and logos) unless you have a legal right to use, copy, distribute, or otherwise exploit the copyrighted work.

ADULT TECHNOLOGY AUP SIGNATURE PAGE

School: _____

Signature: _____

Printed Name: _____

Date: _____