

# New Bremen Schools

---

STUDENT NETWORK AND INTERNET ACCEPTABLE USE AND  
SAFETY AGREEMENT

New Bremen Schools | Department of Technology

BRIAN PUTHOFF | DIRECTOR OF TECHNOLOGY

PH: (419) 629-8606 EXT 109

EM: [BRIAN.PUTHOFF@NEWBREMENSCHOOLS.ORG](mailto:BRIAN.PUTHOFF@NEWBREMENSCHOOLS.ORG)



Advances in Internet technology and other related technologies continue to alter the ways in which information is accessed, communicated, and transferred in society. Such changes drive the need for educators to adapt their means and methods of instruction, and the way they approach student learning. However, access to the incredible quantity of information available through the Internet brings with it certain unique challenges and responsibilities. This Network and Internet Use and Safety Agreement has been adopted by the district to inform students, and their parents, about the expected responsibilities while using the District's technology network and the District's connection to the Internet.

For the purposes of this document, the District's Technology Network, consisting of the district's connection to the Internet, its networking infrastructure, all school-provided online accounts for students and staff, and its computers, tablets, smart phones and all other devices capable of connecting to our networking infrastructure shall be known as the "Network".

First and foremost, the District's Network has a limited educational purpose. The Network has not been established as a public access service or a public forum. The New Bremen Board of Education does have the right to place restrictions on its Network to assure that use of the Network is in accord with its limited educational purpose. Student use of the Network will be governed by this agreement and the related administrative guidelines, and the Student Code of Conduct. The due process rights of all users will be respected in the event there is a suspicion of inappropriate use of the Network, however users have no right or expectation to privacy when using the Network, including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity while on the Network.

The Board of Education encourages students to utilize the Network in order to promote educational excellence in our schools by providing them with the opportunity to develop the resource sharing, innovation, and communication skills and tools that are essential to both life and work. However, please be aware that the Board may not be able to completely limit Network access, using technological means, to only those services and resources that have been authorized for the purpose of instruction, study and research related to the curriculum.

## Content Filtering & Monitoring

Pursuant to Federal law, the Board has implemented technology protection measures, which protect against (e.g. filter or block) access to visual displays/depictions/materials that are obscene, constitute child pornography, and/or are harmful to minors, as defined by the Children's Internet Protection Act. At the discretion of the Board or the Superintendent, the technology protection measures may be configured to protect against access to other material considered inappropriate for students to access. The Board also utilizes software and/or hardware to monitor online activity of students to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful. It is important to note that the district monitors all school-provided online accounts regardless of when a student uses the account or from where they are using the account and regardless of the device that is being used to access the account, even if that device is not owned by the district. The technology protection measures may not be disabled at any time that students may be using the Network, if such disabling will cease to protect against access to materials that are prohibited under the Children's Internet Protection Act. Any student who attempts to disable the technology protection measures will be subject to discipline.

The Superintendent or Director of Technology may temporarily or permanently unblock access to Internet sites containing appropriate material, if access to such sites has been inappropriately blocked by the technology protection measures. The determination of whether material is appropriate or inappropriate shall be based on the content of the material and the intended use of the material.

Parents are advised that a determined user may be able to gain access to services and/or resources on the Internet that the Board has not authorized for educational purposes. In fact, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents may find inappropriate, offensive, objectionable or controversial. Parents assume risks by consenting to allow their child to participate in the use of the Internet. Parents are responsible for setting and conveying the standards that their children should follow when using the Internet. The Board supports and respects each family's right to decide whether to apply for independent student access to the Internet.

## Internet Safety Education

Pursuant to Federal law, students shall receive education about the following:

- A. Safety and security while using e-mail, chat rooms, social media, and other forms of electronic communications.
- B. The dangers inherent with the online disclosure of personally identifiable information
- C. The consequences of unauthorized access (e.g., "hacking") cyber bullying and other unlawful or inappropriate activities by students online, and
- D. The unauthorized disclosure, use, and dissemination of personal information regarding minors

Building principals are responsible for coordinating and/or providing training so that Internet users under their supervision are knowledgeable about this agreement and its accompanying guidelines. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of the Internet. Such training shall include, but not be limited to, education concerning appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber bullying awareness and response.

## Network Use Rules and Restrictions

Students are responsible for good behavior on the Board's computers/network and the Internet, and while utilizing the Network from their own personal electronics, just as they are in classrooms, school hallways, and other school premises and school sponsored events. Communications on the Internet are often public in nature and therefore, general school rules for behavior and communication apply. The Board does not sanction any use of its Network or the Internet that is not authorized by or conducted strictly in compliance with this agreement and its accompanying guidelines.

In addition, because the district assigns online accounts to students and those accounts can be used from any device at any time, students are responsible for their online behavior while using these school-provided accounts, even when done so outside of the school day, on a personally-owned device and at any location.

Where applicable, students also agree to hold harmless the New Bremen School District of any costs incurred from the damage or theft of personal electronics brought onto and/or used on school property.

School system technological resources are provided for school-related purposes only. Acceptable uses of such technological resources are limited to activities that support learning and teaching. Use of school system technological resources for other purposes, including but not limited to, commercial gain or profit or assisting in a political campaign is prohibited.

Under no circumstance may software purchased by the school system be copied for personal use.

Students and employees must comply with all applicable board policies, administrative regulations, and school standards and rules in using technological resources. All applicable laws, including those relating to copyrights

and trademarks, confidential information, and public records, apply to technological resource use. Any use that violates state or federal law is strictly prohibited.

No student may use the Network to send email to multiple users on issues not school-related. This use of email is considered spam and may result in disciplinary action and revocation of privileges.

No user of technological resources, including a person sending or receiving electronic communications, may engage in creating, intentionally accessing, downloading, storing, printing or transmitting images, graphics (including still or moving pictures), sound files, text files, documents, messages or other material that is obscene, defamatory, profane, pornographic, harassing or considered to be harmful to minors.

No user of technological resources shall use the Network or their own personal device to harass, insult, defame, threaten, attack or bully others.

Users of technological resources may not send electronic communications fraudulently (i.e., by misrepresenting the identity of the sender).

Users must respect the privacy of others. When using e-mail, chat rooms, social media platforms, blogs or other forms of electronic communication, students must not reveal personally identifiable, private or confidential information of themselves or other people.

Users may not intentionally or negligently damage computers, computer systems, electronic devices, software or computer networks. Users may not knowingly or negligently transmit computer viruses or self-replicating messages or deliberately try to degrade or disrupt system performance. Users must scan any downloaded files for viruses. Only designated technology staff may install software on district computers.

Users may not create or introduce games, network communications programs or any foreign program or software onto any school system computer, electronic device or network without the express permission of the Director of Technology or designee.

Users are prohibited from engaging in unauthorized or unlawful activities, such as “hacking” or using the computer network to gain or attempt to gain unauthorized or unlawful access to other computers, computer systems or accounts.

Users are prohibited from using another individual’s school-provided account. Users may not read, alter, change, execute or delete files belonging to another user.

Students may not use any technological resources during class time without permission from the teacher. Teachers and principals shall be responsible for adopting classroom procedures regarding use of technological resources during class time and making students aware of these procedures. Teachers shall supervise student use of the Internet and technological resources during instructional time.

Students shall not access social media for personal use from the District’s Network, but shall be permitted to access social media for educational use in accordance with their teacher’s approved plan for such use.

Users may not reconfigure or move any equipment without permission and assistance from the Director of Technology or designee.

## Personal Electronic Devices

Students in grades 5-12 may use their personally-owned electronic devices while at school, provided that that use has been approved by their classroom teacher or other school administration. However, users may not connect any personally-owned electronic device to the Network without permission from the Director of Technology.

Students in grades 5-12, shall be permitted to access the District's "guest" wireless Network from their personal electronic devices provided that that device is registered with the Director of Technology, but all access must be in accordance with this Acceptable Use and Safety Agreement.

Students are NOT permitted to use their own personally-owned devices to access the Internet via personal Wi-Fi accounts or by any manner other than connecting through the secure wireless connection provided by the school system.

Failure to register a personally-owned electronic device prior to connecting to any school Wi-Fi service or its Network will result in the connection being terminated and further access being denied. All access on the district's Network will be monitored by the District and access to content will be filtered in accordance with CIPA standards.

The times at which students may use their personally-owned devices, whether connected to the District's "guest" wireless Network, or not, shall be determined and regulated by district administration, faculty and staff in charge at the time the access is desired. The New Bremen "guest" wireless may be disabled at any time based on the needs of the District and users' privileges to access the network may be revoked at any time for any reason.

## Disciplinary Action

Users who disregard this agreement and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users granted access to the Internet through the Board's electronic devices, or their own, assume personal responsibility and liability, both civil and criminal, for uses of the Internet not authorized by Board policy, this agreement and its accompanying guidelines.

The Board designates the Superintendent, Principals and Director of Technology as the administrators responsible for initiating, implementing, and enforcing this agreement and its accompanying guidelines as they apply to students' use of the Network. Students will be required to read and sign this agreement each school year as acceptance of its terms. Student and parents who choose not to accept and sign this agreement will be prohibited from gaining access to the New Bremen Network.

P.L. 106-554, Children's Internet Protection Act of 2000

47 U.S.C. 254(h), (1), Communications Act of 1934, as amended (2003)

20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965, as amended (2003)

18 U.S.C. 1460

18 U.S.C. 2246

18 U.S.C. 2256

20 U.S.C. 6777, 9134 (2003)

76 F.R. 56295, 56303

Revised 4/9/13

---

I have read the **STUDENT NETWORK AND INTERNET ACCEPTABLE USE AND SAFETY AGREEMENT** and accept its terms. If I choose to disregard this agreement, I understand that I will be subject to disciplinary action which may include, but not limited to, denial of access to the New Bremen network and/or Internet for a period of time to be determined at the discretion of the Director of Technology, teacher, building principal and/or other school administration. If misuse is of a criminal offense, proper law enforcement agencies will be contacted. Additional infractions will result in permanent denial of account usage and/or other disciplinary action. Full documentation of misuse will be kept on record.

Date: \_\_\_\_\_ Grade: \_\_\_\_\_ Parents' Names: \_\_\_\_\_

Print Full Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**Parental Agreement:**

I/We, the parent(s) of the above named student, have read and understand the **STUDENT NETWORK AND INTERNET ACCEPTABLE USE AND SAFETY AGREEMENT** concerning how my/our child may appropriately use the New Bremen Local Schools network and their school-issued, online student accounts. I/We understand that New Bremen Local Schools routinely monitors student access to the New Bremen network and Internet, as well as school-issued online student accounts, however, New Bremen Local Schools does not warrant the accuracy and appropriateness of any information on it. I/We understand that some material may be inappropriate for school-aged children, and I/we do hereby release New Bremen Local School District, its employees and its providers from any and all claims arising out of or related to the Internet usage by my/our child. I/We understand that this access is for educational purposes only and that it is the responsibility of my child to restrict his/her use to the classroom projects/activities assigned by the faculty and administration.

Print Name: \_\_\_\_\_

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

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