

**Regulation 605.06-R(1): Internet and Digital Device - Appropriate Use by Students**

**Status:** ADOPTED

**Original Adopted Date:** 11/27/2023 | **Last Revised Date:** 03/31/2025 | **Last Reviewed Date:** 03/31/2025

Student use of the Internet and district-issued digital devices is governed by board policy 605.06, a complete copy of which is available on our website. Board policy also addresses the district's Internet safety practices as required by the Children's Internet Protection Act (CIPA) and in accordance with federal E-Rate guidelines. Student access to the Internet and use of district-issued digital devices is also subject to the following rules and regulations:

1. Responsibility for Appropriate Use.

1. The authority for appropriate use of the Internet and district-issued digital devices is delegated to licensed employees, building administrators, and their designees.
2. Instruction and training in the proper use of the Internet will be available to employees who may then be required to provide similar instruction to students.
3. Employees are expected to model appropriate use of the Internet at all times, and violations may result in discipline up to and including termination.

2. Access to the Internet, Digital Devices, and Other District Technology

1. Access to the Internet is available to employees and students as a source of information and as a vehicle of communication. It is a goal to allow employees and students access to the rich opportunities of the Internet, while maintaining a safe and orderly learning environment and protecting the rights of students and parents who choose not to risk exposure to questionable materials.
2. Students will be able to access the Internet through their district-issued devices.
3. The district makes no guarantee of Internet access on personal devices.
4. District-issued digital devices, network equipment to access the Internet, and other electronic resources remain the property of the district.
5. No student shall have any expectation of privacy when using district-issued devices or accessing materials through with their district-issued accounts.
6. The district makes no warranties of any kind, whether expressed or implied, for the service it is providing. The district will not be responsible for any damages the student may suffer while accessing these services. These damages may include, but are not limited to: loss of data as a result of delays, non-deliveries, mis-deliveries, or service interruptions caused by any reason, including by the system or by student error or omission. Use of any information accessed on the Internet is at the student's own risk.
7. Fines or other charges may be imposed as a result of loss or damage to district-issued digital devices or other district technology equipment.

3. Google Workspace/Third-Party Tools.

1. The district assigns Google Workspace for Education accounts to all students and staff. This ad-free service provides access to Google Drive, Google Classroom, Google Meet, and a managed email account. Google accounts also allow the district to safely authenticate our users on other sites and provide access to a variety of third-party learning tools.
2. The list of tools and resources available to students is constantly evolving and will be updated on a regular basis.

3. Staff are encouraged to seek out new and innovative uses of technology to engage their students; therefore, the teacher is often the best source of information about particular sites used in the classroom.

#### 4. Children's Online Privacy Protection Act (COPPA)

1. The Children's Online Privacy Protection Act (COPPA) applies to commercial companies and website operators that knowingly collect personal information from children under 13. The goal of COPPA is to place parents in control over what information is collected from their young children online and requires parental consent before such information can be disclosed. With permission, the district may also act as an agent for the parents when disclosing information in an educational context.
2. The district contracts with some vendors, including Google, that require parental consent under COPPA. Teachers may also design lessons that involve the use of online tools which also require consent under COPPA. The disclosure of student information by district staff is subject to local, state, and federal policy including the Family Educational Rights and Privacy Act (FERPA). No student data will be collected or disclosed for commercial purposes.
3. At least annually, during the online registration process, the district will request permission to collect, use, and disclose student data under COPPA to the extent necessary to achieve the goals of our educational program.

#### 5. Cybersecurity

1. Uninterrupted access to the Internet and the smooth operation of digital devices relies on the proper conduct of all employees and students on the network.
2. Employees and students should not reveal personal information, such as: home address, phone numbers, passwords, credit cards, social security numbers, etc.; this also applies to others' personal information or that of organizations.
3. Students shall not share user account information with other persons or attempt to use any other person's account.
4. If a student encounters potentially inappropriate information, the student shall immediately terminate contact with such information and notify school personnel.

#### 6. Student Behavior Expectations

1. The smooth operation of the network relies upon the proper conduct of students on the Internet. Use of the district network is a privilege, not a right.
2. Students should apply the same privacy, ethical, and educational considerations to their actions on the Internet as they would in other forms of communication.
3. Students will not intentionally access or download any text file or picture or engage in any online interaction that includes material which is obscene, libelous, indecent, vulgar, profane, or lewd; advertises any product or service not permitted to minors by law; constitutes insulting or fighting words, the very expression of which injures or harasses others; or presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts, or the violation of lawful school regulations.
4. Creation, transmission, or intentional receipt of material in violation of any board policy or law is strictly prohibited. This includes, but is not limited to:
  1. Violations of copyright, terms of service, or other license agreements;

2. Threats, intimidation, or other acts of violence;
  3. Obscene, vulgar, lewd, abusive, or similarly objectionable language;
  4. Defamatory material;
  5. Information protected by trade secrets;
  6. Activities intended for private use or profit;
  7. Information about explosive devices, criminal activities, or terrorist acts;
  8. Materials related to cheating or academic dishonesty;
  9. Pornography;
  10. Gambling;
  11. Illegal solicitation;
  12. Racism, sexism, discrimination, bullying, or harassment;
  13. Malicious software or malware; and
  14. Methods of disabling or circumventing network security filters.
5. In accordance with Iowa law, the district's policy against harassment and bullying applies to electronic communications such as e-mail messages, chats, and Internet-based communications. Students shall not engage in harassing or bullying behavior on the Internet.
  6. At no time are students or visitors authorized to film, photograph, or otherwise record others in the school building, on school property, in school vehicles, or at school activities without the consent of the party being recorded and a teacher, coach, or school administrator. Exceptions may be made for public performances such as athletic events, honor assemblies, concerts, or contests.
  7. To protect privacy, digital devices and personal electronics shall not be used in restrooms, locker rooms, dressing rooms, or other similar situations at any time.
  8. Students shall cite all quotes, references, and online sources as appropriate.
  9. If a student gains access to any service via the Internet which has a cost involved or if a student incurs other types of charges, the student accessing such a service will be responsible for those costs or charges.

## 7. Technology Violations

1. Students who access restricted materials on the Internet or misuse their district-issued digital device are subject to the appropriate disciplinary action as determined by the building administrator or designee. Consequences may include, but are not limited to, verbal and written warnings; restricted use of the Internet; loss of device privileges; fines; suspension; or expulsion.
  2. Repeated or continued violations of this policy will result in additional consequences at the discretion of the building administrator or designee.
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