

Educational Technology Discipline Guidelines

Failure to comply with this policy and/or the regulations governing the use of the District's computer network will result in disciplinary action. The Elmwood Park School District reserves the right to deny individual users access to the District's computer network as a consequence of misuse.

Violations of the District Student Device Pledge are cause for immediate referral to the administration and will result in disciplinary action. Consequences for violations may result in a warning as the minimum that will be imposed and may be increased based on the number of incidences and depending on the content and severity of the offense. Violations may result in an automatic suspension and may possibly lead to expulsion charges. They may also constitute juvenile or adult legal offenses. The police will be contacted where appropriate. Monetary restitution may also be required.

Minimum action:

- Staff/user conference or reprimand; Student is issued a warning

Additional actions as deemed appropriate:

- Staff/parent contact for student misuse
- Referral to administration for student discipline (After warning is issued, 2nd offense = Friday detention, 3rd offense = Suspension, and additional actions will be implemented as deemed appropriate by the administration.)
- Loss of access to specific technology and/or designated areas for a minimum of three days to two weeks (Note: Multiple infractions may result in extended or permanent loss of technology privileges)
- Confiscation of inappropriate item(s)
- Restitution/restoration
- Administrative and/or Board of Education action, including suspension and expulsion

The Superintendent reserves the right to establish additional rules and take appropriate actions to implement this policy.

Unacceptable Use

1. Unacceptable use is generally defined as any action that:

- disrupts the proper and orderly operation and discipline of schools in the District;
- threatens the District's computer network;
- violates others' rights;
- is socially inappropriate;
- solicits unauthorized funds;
- is illegal.

2. Unacceptable use is specifically defined as inappropriate use of the District's computer network in the following ways:

- acting in a way that may reasonably be interpreted to threaten any person, group of persons, building, or property with harm, regardless of whether the user intends to carry out such threats;
- disclosing personal addresses, telephone numbers, or other personal identifying information of other persons;
- using or disseminating material that constitutes or furthers fraud (including academic fraud), libel, slander, plagiarism, forgery, or a violation of copyright or other intellectual property right.
- using the computer network for commercial, private, or personal financial gain, including gambling;
- deliberately accessing, creating, displaying, transmitting, or otherwise possessing or disseminating material that contains pornography; obscenity, sexually explicit, or indecent/inappropriate language, text, sounds, or pictures;
- creating or forwarding "spam," chain letters or other similar messages;
- disabling any antivirus or other security feature maintained on the District network; using or accessing another user's computer network account or password, with or without consent from that user;
- disclosing any computer network password (including your own) to any other individual(s) or sites;
- deliberately downloading or installing harmful programs to the District's computer network without prior permission of the staff;
- creating or deliberately downloading, uploading, or forwarding any computer virus or otherwise attempting to modify, destroy, or corrupt computer files maintained by any individual on any computer; participating in or

subscribing to mailing lists, newsgroups, internet messaging, chat services, electronic bulletin boards that are not related to the educational mission of the District and may cause a large number of emails or electronic messages to be sent to the District's computer network;

- using the District's computer network in any way that violates federal, state or local law;
- using encryption software to circumvent any part of the District's acceptable use policy;
- using the Internet in a way that is not acceptable according to the acceptable use policy.

Use of the computer network constitutes acceptance of the terms of the Student Use Policy or any additional rules or other terms of computer network access, which may be developed by the Superintendent, Building Principals, or their designees.