

TECHNOLOGY RESOURCES

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(EXHIBIT)

~~See the following pages for forms that may be used by the District regarding the use of its electronic communications system:~~

~~Exhibit A: Sample Letter for Parents of Student System Users 1 page~~

~~Exhibit B: Student Acceptable Use Agreement for Internet Access 3 pages~~

~~Exhibit C: Nonstudent Acceptable Use Agreement for Internet Access 3 pages~~

~~Exhibit D: Release Form for the Electronic Display of Personal Student Information
1 page~~

EXHIBIT A

SAMPLE LETTER FOR PARENTS OF STUDENT SYSTEM USERS

Dear Parents:

Your child has an opportunity to be given access to the District's electronic communications system, including an e-mail account, and needs your permission to do so. Your child will be able to communicate with other students, his or her teachers, schools, colleges, organizations, and individuals around the world through the Internet and other electronic information systems/networks.

The Internet is a network of networks. Through the District's electronic communications system, your child will have access to hundreds of databases, libraries, and computer services all over the world.

With this educational opportunity also comes responsibility. It is important that you and your child read the enclosed District Student Acceptable Use Agreement for Internet Access form and discuss together the appropriate use of electronic resources including e-mail. Inappropriate system use will result in the loss of the privilege to use this educational tool.

Please note that the Internet is an association of diverse communication and information networks. It is possible that your child may encounter areas of adult content and some material you might find objectionable. While the District will take reasonable steps to preclude access to such material and does not condone such access, it is not possible for us to absolutely prevent access to that information.

Please return the attached agreement form indicating your permission or denial of permission for your child to participate in the District's electronic communications system.

Sincerely,

Principal or Technology Coordinator

Attachment

EXHIBIT B

EL PASO INDEPENDENT SCHOOL DISTRICT
STUDENT ACCEPTABLE USE AGREEMENT FOR INTERNET ACCESS

The Internet is an electronic highway connecting thousands of computers all over the world with millions of individual subscribers. Internet access and e-mail is available to students, teachers, and administrators of the El Paso Independent School District. Since it is a constantly changing, fluid environment, school library media specialists and teachers have a professional responsibility to work together to help students develop the intellectual skills needed to discriminate among information sources, to identify information appropriate to their age and developmental levels, and to evaluate and use information to meet their education goals. One of the District's goals is to promote educational excellence in the El Paso Independent School District by facilitating resource sharing, innovation, and electronic communication.

Access to the District's electronic communications system, including the Internet and e-mail, shall be made available to students, parents, and employees, exclusively for instructional and administrative purposes and in accordance with administrative regulations. Access to any of the District's electronic communications systems is a privilege, not a right. Students need to be aware that District computers are shared equipment and time limits may be imposed when people are waiting to use them. All communication is monitored.

Any person using these resources through a District connection must accept and abide by the following policies:

1. Students may not allow anyone else to use their personal password.
2. Students must respect the rights of other individuals and not use language that is abusive (harshly or coarsely insulting, containing cursing in any language, or ethnic or racial slurs), profane (vulgar, irreverent toward God or sacred things, satanic), sexually offensive (sexual in nature, repugnant to the moral sense or good taste, sexual harassment), or threatening.
3. No one may access text or visual depictions (any picture, image, graphic image file, or other visual depiction) that are obscene and/or harmful to minors (appeals to a prurient interest; an actual or simulated sexual act or contact; and lack serious literary, artistic, political, or scientific value).
4. Students may not access or participate in chat rooms at any time. If the curriculum mandates the use of a supervised chat room, chat rooms may be allowed if the chat room is monitored online by a third party and if the students are under close supervision of the instructor.
5. Students may access only those games approved by a teacher or librarian.
6. Students must respect the privacy of others and not intentionally obtain copies of or modify files, passwords, or data that belong to anyone else. No one should represent himself or herself as someone else by using another's account. No one should forward personal material without prior consent of the originator.

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7. Electronic mail transmissions and other use of the electronic communication system are not considered to be private and may be monitored at any time by designated District staff to ensure appropriate use. Transmitting obscene messages or pictures is prohibited. Messages dealing with illegal activities may be reported to the administrator or police.
8. For the safety and privacy of the student, no student information in any form except directory information will be posted on the Internet without express parental permission.
9. Students must respect the integrity of computing systems and abide by existing federal and state laws regarding electronic communication. This includes accessing secure and/or confidential information without authorization, divulging passwords, causing system malfunction, developing programs that harass other users or attempting to infiltrate a computer or computing system, maliciously harming or destroying District equipment, materials, or data, and deliberately degrading or disrupting system performance. These actions may be viewed as violations of District policy and administrative regulations and, possibly, as criminal activity under applicable state and federal laws. This includes, but is not limited to, the uploading or creation of computer viruses and accessing indecent information. These laws can carry penalties of up to 20 years in prison.
10. Students must respect the legal protection provided by copyright laws to computer programs, articles, graphics, and data. [See Board policies on copyright] Students shall not copy anything that belongs to someone else without rewriting it in their own words and will be reminded to give credit to the owner of the information.
11. Any expense incurred as a result of Internet use is the responsibility of the student/parents.
12. Access to the Internet is considered a privilege. Users should not waste school resources through improper use of the computer system. Anyone found using access in a way deemed inappropriate will be denied privileges. Noncompliance with applicable regulations may result in suspension or termination of privileges and other disciplinary action consistent with Board policy and the Student Code of Conduct.

EL PASO INDEPENDENT SCHOOL DISTRICT
STUDENT ACCEPTABLE USE AGREEMENT FOR INTERNET ACCESS

APPLICATION (please print:)

Student's Name: (Last) _____ (First) _____ ID # _____

Home Address: _____ Apt.: _____

City: _____ Zip: _____ Home Phone: _____

I am in the ____ grade at _____ school and will graduate in 20__.

All should fill out this portion:

I understand and will abide by the El Paso ISD Acceptable Use Agreement for Network Use. I understand that my computer and e-mail use is not private and the District may monitor my activity on the computer system. I further understand that any violation of the regulation is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary action and/or appropriate legal action may be taken.

Student's Signature: _____

Date: _____

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Parent or Guardian (if student is under the age of 18)

I have read the District's electronic communications system policy and administrative regulations. In consideration for the privilege of my child using the District's electronic communications system, and in consideration for having access to the public networks, I hereby release the District, its operators, and any institution with which they are affiliated from any and all claims and damages of any nature arising from my child's use of, or inability to use, the system, including, without limitation, the type of damage identified in the District's policy and administrative regulations.

_____ I give permission for my child to participate in the District's electronic communications system and certify that the information contained on this form is correct.

_____ I do not give permission for my child to participate in the District's electronic communications system.

Parent or Guardian Signature: _____

Date: _____

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PLEASE RETURN TO PRINCIPAL'S OFFICE

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EXHIBIT C

EL PASO INDEPENDENT SCHOOL DISTRICT
NONSTUDENT ACCEPTABLE USE AGREEMENT FOR INTERNET ACCESS

The Internet is an electronic highway connecting thousands of computers all over the world with millions of individual subscribers. Internet access is now available to employees, students, teachers, parents, VIPs (Volunteers in Public Schools), and administrators of El Paso ISD in campus libraries and some classrooms. One of the District's goals is to promote educational excellence in the El Paso Independent School District by facilitating resource sharing, innovation, and communication.

Access to the District's electronic communications system, including the Internet, shall be made available to students, parents, VIPs, and employees exclusively for instructional and administrative purposes and in accordance with administrative regulations. Access to the District's electronic communications system is a privilege, not a right. Users need to be aware that District computers are shared equipment and time limits may be imposed when people are waiting to use them.

It is expected that any person using these resources through a District connection accepts and abides by the following regulations:

1. No one may allow anyone else to use his or her personal password.
2. The individual in whose name an e-mail account is registered is responsible at all times for its proper use. Attempts to read, delete, copy, or modify the electronic mail of other system users or deliberately interfering with the ability of other system users to send/receive electronic mail is prohibited. No one should represent himself or herself as someone else by using another's account or forward personal material without prior consent of the originator. Forgery or attempted forgery of electronic mail messages is prohibited.
3. No one may access text or visual depictions (any picture, image, graphic image file, or other visual depiction) that are obscene and/or harmful to minors (appeals to a prurient interest; an actual or simulated sexual act or contact; and lack serious literary, artistic, political, or scientific value).
4. Users may not access or participate in chat rooms at any time.
5. Electronic mail transmissions and other use of the electronic communication system are not considered to be private and may be monitored at any time by designated District staff to ensure appropriate use. Messages dealing with illegal activities may be reported to the appropriate authority.
6. For the safety and privacy of the student, no student information in any form except directory information shall be posted on the Internet without express parental permission.
7. Users must respect the integrity of computing systems and abide by existing federal and state laws regarding electronic communication. These laws can carry penalties of up to 20 years in prison. This includes, but is not limited to, accessing secure and/or confidential information without authorization, divulging passwords, causing system

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malfunction, developing programs that harass other users, attempting to infiltrate a computer or computing system, the uploading or creation of computer viruses, knowingly bringing prohibited materials into the school's electronic environment and accessing indecent information. Malicious attempts to harm or destroy District equipment, materials, or data and deliberate attempts to degrade or disrupt system performance may be viewed as violations of District policy and administrative regulations and, possibly, as criminal activity under applicable state and federal laws.

8. Users must respect the legal protection provided by copyright laws to computer programs, articles, graphics, and data. [See Board policies on copyright] Users shall not copy anything that belongs to someone else without rewriting it in their own words and shall be reminded to give credit to the owner of the information.
9. Users may not use language that is abusive (harshly or coarsely insulting, containing curse words in any language, or ethnic or racial slurs), profane (vulgar, irreverent toward God or sacred things, satanic), sexually offensive (sexual in nature, repugnant to the moral sense or good taste, sexual harassment), or threatening. Transmitting obscene messages or pictures is prohibited. Violators will be subject to loss of privileges on the District system, disciplinary action in accordance with District policies and/or may be reported to the proper authorities.
10. Any expenses incurred as a result of Internet use is the responsibility of the user.
11. Access to the Internet is considered a privilege. Users should not waste school resources through improper use of the computer system. Anyone found using access in a way deemed inappropriate will be denied privileges. Noncompliance with applicable regulations may result in suspension or termination of privileges and other disciplinary action consistent with Board policy.

EL PASO INDEPENDENT SCHOOL DISTRICT
NONSTUDENT ACCEPTABLE USE AGREEMENT FOR INTERNET ACCESS

APPLICATION (please print:)

User's Name: (Last) _____ (First) _____

Home Address: _____ Apt: _____

City: _____ Zip: _____ Home phone: _____

Please check the appropriate line:

____ I am an employee of El Paso Independent School District.

Assignment _____ Campus/Unit _____

____ I am a substitute.

____ I am a parent of an EPISD student at _____ school.

____ I am a volunteer in public schools.

All should fill out this portion:

I understand and will abide by the El Paso ISD Acceptable Use Agreement for Internet Use. In return for the privilege of having access to the Internet through a District connection, I hereby release the District, its operators, and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my use of or inability to use the system, including, without limitation, the type of damages identified in this document or the District's policy and administrative regulations. I further understand that any violation of the regulation is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and disciplinary action and/or appropriate legal action may be taken.

User's Signature: _____

Date: _____

Building Principal's/Supervisor's Signature: _____

Date: _____

PLEASE RETURN TO PRINCIPAL'S/SUPERVISOR'S OFFICE

EXHIBIT D

EL PASO INDEPENDENT SCHOOL DISTRICT
RELEASE FORM FOR
THE ELECTRONIC DISPLAY OF PERSONAL STUDENT INFORMATION

I, _____, give my permission for certain personally identifiable information about my child or a photograph of my child to be electronically displayed and produced by the District. The information or photo to be displayed is:

for _____(teacher/subject) class at _____(campus).

No original work created by any District student or employee will be posted on a Web page under the District's control unless the District has received written consent from the student (and the student's parent) or employee who created the work.

Signature of student's parent or guardian: _____

Home address: _____

Home phone number: _____

Date: _____

RETURN THIS FORM TO YOUR CHILD'S TEACHER
