

**Acceptable Use of the Internet and District Computer System  
Statement of Responsibility for Staff Internet Use**

Use of the Turkeyfoot Valley Area School District network to access the Internet is extended to staff to enhance curriculum studies and to facilitate technological literacy. It is understood that the District does not have sufficient staff to monitor every person's use of this system at all times. It is also understood that the use of the District's network is a privilege extended to employees for use as an education resource. As the District provides access to this resource for instructional purposes, compliance with reasonable procedures and standards for appropriate behavior is required.

I understand and will abide by the District's "Acceptable Use of Internet and District Computer System" requirements for staff members as listed below.

Staff User Signature _____	Date _____
User Name (print) _____	School _____

**Acceptable Use of Internet and District Computer System for Staff**

**Purpose**

The Board supports the use of the Internet and other computer networks in the District's instructional program in order to facilitate learning and teaching through interpersonal communications access to information, research and collaboration.

The use of network facilities shall be consistent with the curriculum adopted by the School District as well as the varied instructional needs, learning styles, abilities, and developmental levels of students.

**Authority**

The electronic information available to staff does not imply endorsement of the content by the School District, nor does the District guarantee the accuracy of information received on the Internet. The District shall not be responsible for any information that may be lost, damaged or unavailable when using the network or for any information that is retrieved via the Internet.

The School District shall not be responsible for any unauthorized charges or fees resulting from access to the Internet.

The District reserves the right to log network use and to monitor fileserver space utilization by District users.

The Board establishes that use of the Internet and the school's computer network is a privilege, not a right; inappropriate, unauthorized and illegal use may result in the cancellation of those privileges and appropriate disciplinary action.

**Delegation of Responsibility**

The District will endeavor to ensure that this educational resource is used responsibly by staff members.

All staff have a professional responsibility to work together to help students develop the intellectual skills necessary to discriminate among information sources, to identify information appropriate to their age and developmental levels, and to evaluate and use the information to meet their educational goals.

Staff members have the responsibility to respect and protect the rights of every other user in the District and on the Internet.

**Guidelines**

Network accounts may be used only by the authorized owner of the account for its authorized purpose. All communications and information accessible via the network should be assumed to be private property and shall not be disclosed. Network users shall respect the privacy rights of other users on the system.

**Prohibitions**

Staff members are expected to act in a responsible, ethical and legal manner in accordance with District policy, accepted rules of network etiquette, and federal and state law.

Adopted: October 15, 2012