

Davis School District Policy and Procedures

Subject: 7SS-003 Internet Policy and Regulations
Index: Support Services
Revised: January 4, 2005



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1. PURPOSE AND PHILOSOPHY

The Davis School District is obtaining access to the Internet through an agreement with UEN. The District may provide access to the Internet to their employees, Board members, students, and guests. The District provision of UEN service system has an educational purpose. The term “educational purpose” includes use of the system for classroom activities, professional or career development, and limited high-quality personal research.

2. RESPONSIBILITIES

- 2.1 The superintendent, or his designee, will serve as the coordinator to oversee the District system.
- 2.2 The school principal or designee will serve as the building-level coordinator for the building’s system, and will:
 - 2.2.1 approve building-level activities;
 - 2.2.2 ensure teachers receive proper training in the use of the system and the requirements of this policy;
 - 2.2.3 establish a system to ensure adequate supervision of students using the system;
 - 2.2.4 maintain executed user agreements; and
 - 2.2.5 be responsible for interpreting the Internet Use Policy at the building-level.
- 2.3 The Davis School Board shall review this policy at least every three (3) years.¹
- 2.4 Notice of the availability of this policy shall be posted in a conspicuous place within each school.
- 2.5 Access to the **Internet** or online sites that contain obscene material shall be blocked and filtered.² Davis School District Internet use is monitored by the District and filtered by

¹ Utah Code Ann. §53A-3-423

² Utah Code Ann. §53A-3-422

UEN.

- 2.6 The District will notify parents about the District network and policies governing its use. Parents must sign an "Acceptable Use Agreement" to allow their students to have access to the Davis School District network.
- 2.7 Reasonable effort will be made to block visual depictions that are:
 - 2.7.1 obscene;
 - 2.7.2 child pornography; or
 - 2.7.3 harmful to minors.

3. ACCEPTABLE USE AGREEMENTS

The Board has adopted three Acceptable Use Agreements, each targeted to a different population of the school community. These include a Secondary Students Agreement, Elementary Students Agreement and an Employee Agreement. These agreements express the terms and condition for District Internet Access, to include:

- 3.1 privileges;
- 3.2 acceptable use;
- 3.3 network etiquette;
- 3.4 vandalism;
- 3.5 security;
- 3.6 service disclaimer; and
- 3.7 signature of user and parent, if applicable.

4. SELECTION OF MATERIAL FOR CLASSROOM USE

When using the Internet for classroom activities, teachers will:

- 4.1 Select material that is appropriate in light of the age of the students and that is relevant to the course objectives.
- 4.2 Preview the materials and sites they require students to access to determine the appropriateness of the material contained on or accessed through the site.
- 4.3 Provide guidelines and lists of resources to assist their students in channeling their research activities effectively and properly.
- 4.4 Assist their students in developing the skills to ascertain the truthfulness of information, distinguish fact from opinion, and engage in discussion about controversial issues with the student and his or her parent.

5. WEB PAGES

- 5.1 School Web Pages
 - 5.1.1 The building principal will designate a school web publisher, responsible for managing the school web site and monitoring class, teacher, student, and extracurricular web pages. All official material originating from the school will be consistent with the District style and content publishing guidelines and approved through a process established by the school web publisher.
 - 5.1.2 The following minimum standards will be followed regarding the disclosure of student information on school web sites:
 - [a] Students' picture and name shall not appear on the same web page.
 - [b] Students' home address and phone number shall not be posted.
 - [c] Class rosters, or student class schedules shall not be posted.

5.2 District Web Pages

A District department supervisor may designate a department web publisher responsible for managing the department's site. All official material originating from the department will be consistent with the District style and content publishing guidelines.

6. COLLECTION OF USER INFORMATION

If the District or an individual school collects personally identifiable information from users who access its website, the District or individual school shall publish on its website a privacy policy statement that discloses the following information:

- 6.1 the identify of the District's or school's Web publisher and contact information;
- 6.2 a summary of the personally identifiable information collected by the District or school and contained on its website;
- 6.3 how the personally identifiable information collected by the District or school is used by the District or school;
- 6.4 the District's or school's practice concerning disclosure of the personally identifiable information on the website;
- 6.5 how the user who accesses the District's or school's website can request access to his or her personally identifiable information and access to correct the information; and
- 6.6 a general description of the security measures in place to protect the student's personally identifiable information from unintended disclosure.

7. DUE PROCESS

- 7.1 The District will cooperate fully with local, state, or federal officials in any investigation concerning or relating to any illegal activities conducted through the District system.
- 7.2 In the event there is an allegation that a student has violated this policy or the District Acceptable Use Agreement, the student will be provided with a notice and opportunity to be heard in the manner set forth in the student disciplinary policy.
 - 7.2.1 Disciplinary actions will be tailored to meet specific concerns related to the violation and to assist the student in gaining the self-discipline necessary to behave appropriately on an electronic network.
 - 7.2.2 If the alleged violation also involves a violation of other provisions of the student disciplinary policy the violation will be handled in accord the applicable provision of the policy.
- 7.3 Employee violation of the District Acceptable Use Agreement will be handled in accordance with District policy and the negotiated agreements.

8. SEARCH AND SEIZURE

- 8.1 System users do not have an expectation of privacy in the contents of their personal files and records of their online activity while on the District system.
- 8.2 Routine maintenance and monitoring of the system may lead to discovery that the user has violated or is violating this policy or the District Acceptable Use Agreement.
- 8.3 An individual search will be conducted if there is reasonable suspicion that a user has violated the law or the student disciplinary policy. The nature of the investigation will be

reasonable and in the context of the nature of the alleged violation.

9. DISTRICT LIMITATION OF LIABILITY

The District makes no warranties of any kind, either expressed or implied, that the functions or the services provided by or through the District system will be error-free or without defect. The District will not be responsible for any damage users may suffer, including but not limited to, loss of data or interruptions of service. The District is not responsible for the accuracy or quality of the information obtained through or stored on the system. The District will not be responsible for financial obligations arising through the unauthorized use of the system. Users will indemnify and hold the District harmless from any losses sustained as the result of intentional misuse of the system by the user.

DEFINITIONS

“Child pornography” means any visual depiction, including any photograph, film, video, picture, or computer or computer-generated image or picture, whether made or produced by electronic, mechanical, or other means, of sexually explicit conduct where the production of such visual depiction involves the use of a minor engaging in sexually explicit conduct, and as further defined in section 2256 of Title 18, United States Code.

“Harmful to minor” means that quality of any description or representation, in whatsoever form, of nudity, sexual conduct, sexual excitement, or sadomasochistic abuse when it: (1) taken as a whole, appeals to the prurient interest in sex of minors; (2) is patently offensive to prevailing standards in the adult community as a whole with respect to what is suitable material for minors; and (3) taken as a whole, does not have serious value for minors. Serious value includes only serious literary, artistic, political or scientific value for minors.

“Personally identifiable information” means information that identifies 1) a user by: name; account number; physical address; email address; telephone number; Social Security number; credit card information; or bank account information; 2) a user as having requested or obtained specific materials or services from a governmental website; 3) Internet sites visited by a user; or 4) any of the contents of a user’s data-storage device. “User” in this definition means a person who accesses a governmental website.

“Reasonable suspicion” means suspicion supported by facts.

REFERENCES

U.S.C. 15§ 6501 et seq. - Children’s Online Privacy Protection

U.S.C 47§ 230, 231- Protection for private blocking and screening of offensive material

[Utah Code Ann. § § 53A-3-422 to 423](#) - Internet and online access policy

[Utah Code Ann. Title 63D Chapter 2](#) - Governmental Internet Information Privacy Act

[Utah Code Ann. § 76-10-1201 to 1206](#) - Pornographic and Harmful Materials and Performances

FORMS

[Acceptable Use Agreements](#)

Document History:

Adopted: October 16, 2001

Revised: January 4, 2005 - 3 year review - Added acceptable use, selection of materials, web pages, collection of user information, due process and search and seizure sections.