

522.7 NETWORK AND INTERNET ACCEPTABLE USE AND INTERNET SAFETY POLICY FOR STAFF

The Wisconsin Rapids District Network (WRDN) and the Internet represent powerful educational resources, which allow users to locate, use, and place information on the worldwide electronic network. The school district network, with Internet access, computers, and software is an educational tool provided by the District for use by district staff and students. The term WRDN will be used to refer to all electronic equipment such as, but not limited to all wiring, equipment, software, computers, telephones, printers, copiers, connections, and services owned, leased, or contracted by the District to support educational and/or administrative functions.

Restricted Uses

Use of these resources is a privilege and not a right. The District reserves the right to restrict or terminate WRDN or Internet access at any time. The District has the obligation to monitor network activity, Internet access, and email to maintain the integrity of the WRDN and ensure adherence to district policies. Users of the WRDN should not assume that information stored and/or transmitted is confidential or secure. WRPS declares unethical and unacceptable behavior just cause for taking disciplinary action, revoking district network and Internet privileges, and/or initiating legal action for any activity through which an individual:

- Uses the WRDN for illegal, inappropriate, or obscene purposes, or in support of such activities. Illegal activities shall be defined as a violation of local, state, and/or federal laws. Inappropriate use shall be defined as a violation of district policies, or uses inconsistent with educational or professional purposes. Obscene activities shall be defined as a violation of generally accepted social standards for use of a community owned and operated communication system; (For a full definition of obscene material or performance, reference Wisconsin Statute section 944.21.)
- Uses the WRDN in a manner which violates contractual or license agreements, copyright, or other intellectual property rights;
- Disrupts or disables the WRDN;
- Degrades or disrupts equipment, software, or system performance;
- Uses WRPS technology resources for commercial or financial gain or fraud;
- Uses technology resources for a commercial enterprise or political lobbying unless specifically authorized by the District;
- Expends district resources for personal use;
- Steals data, equipment, or intellectual property;
- Attempts to gain unauthorized access to others' files or vandalizes the data of another user;
- Attempts to gain unauthorized access to resources;
- Attempts to bypass district Internet filtering system through the use of programs either downloaded from the Internet or brought in on a portable storage device, or through other websites or web services;
- Breaches security by sharing and/or using unauthorized passwords, working from network accounts that are not assigned to the user, forges electronic mail messages, or posts anonymous messages;
- Sends messages that may be discriminatory, harassing, or offensive to others, or material that defames an individual, company or business, or discloses personal information without authorization;
- Invades the privacy of individuals;
- Saves information in unauthorized areas;

- Modifies school district equipment by downloading or installing unauthorized software;
- Modifies school district equipment by changing hardware, software, or control panel settings without authorization; or
- Possesses any data, which might be considered a violation of these rules in paper, disks, or any other form.

Consequences of Violations

Consequences of violation by district staff include but are not limited to:

- Suspension or revocation of Internet access, network privileges, and/or computer access;
- Disciplinary action can lead to suspension and/or termination
- Legal action and prosecution by the authorities.

Remedies and Recourses

Individuals accused of any of the violations have all the rights and privileges as stated in the school district policies and contractual agreements and/or handbooks. *WRPS 522.7 Rule- Network and Internet Acceptable Use and Internet Safety Guidelines For Staff* have been developed to further detail this policy. Please refer to this document for additional information.

LEGAL REF.: 120.13(1) Wisconsin Statute
943.70
944.21
947.0125

CROSS REF.: 347 – Student Records
361 – Selection and Reconsideration of Instructional Materials
361.1 – Selection and Reconsideration of Library Materials
365.1 – Rule, Network & Internet Acceptable Use and Internet Safety Guidelines For Students
522.7 – Rule, Network & Internet Acceptable Use and Internet Safety Guidelines For Staff
361.1 – Exhibit 1, Library Bill of Rights
511.1 – Sexual Harassment

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