

Instruction

Internet Acceptable Use

Introduction

It is the policy of the Woodbridge School District to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

Definitions

Key terms are as defined in the Children's Internet Protection Act.

Access to Inappropriate Material

To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.

Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the Woodbridge School District online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called "hacking", and other unlawful activities; and (b) unauthorized disclosure and dissemination of personal identification information regarding minors.

Supervision and Monitoring

It shall be the responsibility of all members of the Woodbridge School District staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and the Children's Internet Protection Act.

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Superintendent or his/her designee.

Telecommunications/Internet - Acceptable Use

The school district believes in the educational value of communications, the Internet, and electronic information services, and recognizes their potential to support its educational program, the curriculum and student learning. Resource sharing, communications, and innovation capabilities for both students and teachers have been increased with access to telecommunications and to the Internet. The district will make every effort to protect students and teachers from any misuses or abuses as a result of experience with an electronic information service. It is, therefore, imperative that members of the school community conduct themselves in a responsible, decent, ethical, and polite manner while using any network. Further, they must abide by all local, state and federal laws.

Guidelines for General Use

It is important to recognize that with increased access to computers and people all over the world also comes the availability of controversial material that may not be considered of educational value in the context of the school setting. Further, the school district recognizes the importance of each individual's judgment regarding appropriate conduct in maintaining a quality resource system. While this policy does not attempt to articulate all required or prescribed behavior, it does seek to assist in such judgment by providing the following guidelines.

1. All use of the Internet, electronic services or any telecommunications network must be in support of educational objectives or research.
2. Any electronic accounts shall be used only by the authorized owner of the account. Account owners are ultimately responsible for all activity under their account.
3. All users should respect the privacy of communications and information belonging to other individuals.
4. Any use of the districts computing resources or networks for illegal or inappropriate purposes, accessing materials that are objectionable in a public school environment, or supporting such activities, is prohibited. Language that is deemed to be vulgar is also prohibited. Illegal activities shall be defined as a violation of the law. Inappropriate use shall be defined as a violation of the intended use of the service or network. Objectionable is defined as materials that are identified as such by the rules and policies of the Board of Education that relate to curriculum materials and textbook adoption.
5. Any use of telecommunication opportunities for commercial purposes financial gain, product advertisement, political lobbying, or attempt to disrupt the use of the services by others, is prohibited.
6. The Board of Education has no control of the information on the Internet. Other sites accessible via the Internet may contain material that is illegal, defamatory, inaccurate, or potentially offensive to some people.
7. Violations of the provisions stated in this policy may result in suspension or revocation of access privileges to the Internet, electronic services or district networks and any other appropriate disciplinary action. All use must be consistent with other Woodbridge Board of Education policies such as Communications – 1002; Political Activities – 1311; Distribution of Information – 1325; Community Relations – 1330; Electronic Information/Technology Media – 5148 and District/School/Staff/Student Web Sites and Pages – 6141.322 as well as applicable laws.

The Superintendent shall identify an administrator(s) as the "District Internet Administrator(s)" who will have responsibility for implementing this policy, establishing procedures and supervising access privileges.

Guidelines for Student Use

Student use of electronic services is considered to be a privilege. Students at the elementary level may use telecommunications or the Internet only when supervised by a teacher or teacher aide. ~~Guidelines for the use of electronic services by students through Grade 3 will be developed by the Principal(s).~~

Students in Grades ~~2-6~~ 4-6 who wish to use electronic services and networks that are available to them may do so provided that they:

- ~~1. Read, agree to, and sign the Acceptable Use Policy.~~
2. Obtain the signature of one parent/guardian on the Acceptable Use Policy form (accessed through the on-line registration portal).
- ~~3. Have the classroom teacher sign the Acceptable Use Policy form.~~
- ~~4. Submit the completed form to the classroom teacher.~~
5. Any parent or student who wishes to appeal any decision relative to the Acceptable Use Policy should contact the Principal.

Filtering

The Woodbridge School District is fortunate to have access to the Internet. This access provides increased opportunities for students and staff to conduct research and to communicate locally, nationally, and internationally.

The Board of Education provides computers, computer systems, software, electronic access and networks for students and staff to carry out the mission of the Board in an environment which ensures access to up-to-date information, management, and communication services. Responsible use of these systems and networks is expected of all students and staff.

The computers, computer systems, software, electronic access and networks are the property of the Board of Education and are to be used only for those activities directly related to teaching, learning, and/or management by students and staff. The equipment, infrastructure, and software are provided exclusively for school related use. The system may be used for **occasional** personal communications (only to a limited extent), which does not interfere with statues and/or other policies governing employment of the district.

In order to ensure that the District's Internet connection is used in the appropriate manner and that all users are protected from any inappropriate information published on the Internet, the District has and is continuing to implement the following:

1. Professional development opportunities to help teachers integrate the use of the Internet into classroom teaching.
2. Use of the computers, computer systems, software, electronic access, and networks shall be restricted to those users who have signed the District's "Acceptable Use Policy". In the case of minors, the "Acceptable Use Policy" must also be signed by the student's parent or guardian.
3. In compliance with this policy, a system to filter out Internet sites.
4. **Network performance monitoring.**

Filtering should only be viewed as one of a number of techniques used to manage student's access to the Internet and encourage acceptable usage. It should not be viewed as a foolproof approach to preventing access to inappropriate material. Filtering should be used in conjunction with:

- a. Educating students to be safe and responsible users of electronic communications and resources.
- b. Using recognized Internet gateways as a searching tool and/or homepage for students, in order to facilitate access to appropriate material.
- c. Using "Acceptable Use Policy Agreements".
- d. Appropriate supervision, both in person and electronically.

The placement of filters on District computers/computer systems is viewed as an exercise of the Board's ability to determine educational suitability of all material used in the schools.

Filters may be utilized to (1) block pre-selected sites, (2) block by content, (3) block entire categories like chat and newsgroups and (4) allow a pre-selected list of approved sites.

(cf. 5148 - Electronic Information/Technology/Media)

(cf. 6141.321 - Acceptable Use of the Internet)

(cf. 6141.322 - Websites/Pages)

Legal Reference: Connecticut General Statutes

1-19(b)(11) Access to public records. Exempt records.

10-15b Access of parent or guardians to student's records.

10-209 Records not to be public.

11-8a Retention, destruction and transfer of documents.

11-8b Transfer or disposal of public records. State Library Board to adopt regulations.

46b-56(e) Access to Records of Minors

Connecticut Public Records Administration Schedule V – Disposition of Education Records (Revised 1983).

Federal Family Educational Rights and Privacy Act of 1974 (section 438 of the General Education Provisions Act, as amended, added by section 513 of PL 93-568, codified at 20 U.S.C. 1232g).

Dept. of Education, 34 CFR. Part 99 (May 9, 1980 45 FR 30802) regs. implementing FERPA enacted as part of 438 of General Education Provisions Act (20 U.S.C. 1232g)- parent and student privacy and other rights with respect to education records, as amended 11/21/96.

HR 4577, Fiscal 2001 Appropriations Law (contains Children's Internet Protection Act).

Public Law 94-553, The Copyright Act of 1976, 17 U.S.C. 101 et. seq.

Reno v. ACLU, 521 U.S. 844(1997)

Ginsberg v. New York, 390 U.S. 629, at 642, n.10 (1968)

Legal Reference: Connecticut General Statutes (cont.)

Board of Education v. Pico, 457 U.S. 868(1988)

Hazelwood School District v. Kuhlmeier, 484 U.S. 620, 267 (1988)

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Woodbridge, Connecticut

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Filtering - Regulations

When minors are using the Internet, access to visual depictions that are obscene, child pornography, or harmful to minors must be blocked or filtered. When adults are using the Internet, only material which is obscene or child pornography must be filtered or blocked.

Definitions

1. Obscene is to be determined by the following test:
 - a. Whether the average person, applying contemporary community standards, would find the work, taken as whole, appeals to the prurient interest.
 - b. Whether the work depicts sexual conduct in a patently offensive way.
 - c. Whether the work, taken as a whole, lacks serious literary, artistic, political, or scientific value.
2. Child Pornography, as defined in 18 U.S.C. 2256 means any visual depiction, including any photograph, film, video, picture, computer or computer-generated image or picture, whether made or produced by electronic, mechanical, or other means, of sexually explicit conduct, where:
 - a. The production of such visual depiction involves the use of a minor engaging in sexually explicit conduct;
 - b. Such visual depiction is, or appears to be, of a minor engaging in sexually explicit conduct;
 - c. Such visual depiction has been created, adapted, or modified to appear that an identifiable minor is engaging in sexually explicit conduct; or
 - d. Such visual depiction is advertised, promoted, presented, described or distributed in such a manner that conveys the impression that the material is or contains a visual depiction of a minorengaging in sexually explicit conduct.
3. Material "Harmful to Minors" is any picture, graphic image file or other visual depiction that:
 - a. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex or excretion;
 - b. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable to minors, an actual or simulated sexual act or sexual conduct, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
 - c. Taken as a whole, lacks serious literary, artistic, political, or scientific value to minors.

Criteria for Filtering of Objectionable Sites

Anything that falls under at least one of the categories below shall be blocked/filtered. This list will be updated/modified as required.

Criteria for Filtering of Objectionable Sites (cont).

1. Nudity/Pornography

- a. Prevailing U.S. standards for nudity (e.g., genitalia, female breasts)
- b. Provocative semi-nudity (e.g., lingerie models)
- c. Sites which contain pornography or links to pornographic sites
- d. Exceptions: Classical nudity (e.g., Michelangelo), swimsuit models

2. Sexuality

- a. Sites which contain material of a mature level (elementary/middle school levels)
- b. Images or descriptions of sexual aids
- c. Descriptions of sexual acts or techniques
- d. Sites which contain inappropriate personal ads

3. Violence

- a. Sites which promote violence
- b. Images or a description of graphically violent acts (rape, dismemberment, torture, etc.)
- c. Graphic autopsy or crime-scene images

4. Crime

- a. Information of performing criminal acts (e.g., drug or bomb making, computer "hacking")
- b. Illegal file archives (e.g., software piracy)

5. Drug Use

- a. Sites which promote the use of illegal drugs
- b. Material advocating the use of illegal drugs (e.g., marijuana, LSD) or abuse of any drug (e.g., drinking-game rules)
- c. Exceptions: Material with valid educational use (e.g., drug-use statistics)

6. Tastelessness

- a. Images or descriptions of excretory acts (e.g., vomiting, urinating)
- b. Graphic medical images outside of a medical context
- c. Exception: Graphic medical images within a medical context

7. Language/Profanity

- a. Passages/Words too coarse to be softened by the word filter
- b. Profanity within images/sounds/multimedia files
- c. Adult humor (e.g., sexually or racially tinged)

NOTE: The focus is on American English, but profanity in other languages or dialects is blocked if brought to our attention.

8. Discrimination/Intolerance

- a. Material advocating discrimination (e.g., racial or religious intolerance)
- b. Sites which promote intolerance, hate, or discrimination

9. Interactive Mail/Chat

- a. Sites which contain or allow inappropriate e-mail correspondence
- b. Sites which contain or allow inappropriate chat areas

10. Gambling

- a. Sites which allow or promote online gambling

11. Weapons

- a. Sites which promote illegal weapons

12. Other Inappropriate Material

- a. Body modification: tattooing, branding, cutting, etc.

13. Judgment Calls

- a. Whether a page is likely to have more questionable material in the future (e.g., sites under construction whose names indicate questionable material)

Procedures For Suggesting Site Be Blocked or Unblocked

If District staff members observe a site which they believe to contain inappropriate material according to the criteria provided here, they may request that the site (URL) be blocked. Education Technology staff will review the site for inappropriateness. If the site meets the criteria for filtering, steps will be taken to block the site.

Disabling Blocking/Filtering Devices

The technology protection measures used to block or filter a site may be disabled during use by an adult to enable access to bona fide research or other lawful purpose.

Legal Reference: Connecticut General Statutes

1-210(b)(11), (17) Access to public records. Exempt records.

10-15b Access of parent or guardians to student's records.

46b-56(e) Access to Records of Minors.

Office of the Public Records Administrator, Retention Schedule MS-Education Records Revised 2/2005, available at <http://www.ctstatelibrary.org/sites/default/files/publicrecords/M8.pdf>

Federal Law

Federal Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 1231g.).USA Patriot Act of 2001, Pub.L. 107-56.

Legal Reference: Connecticut General Statutes (Cont.)

No Child Left Behind Act of 2001, Pub.L.No. 107-110.

34CFR 99.11 99.67 (as amended)

34 CFR 300.560-300.576

Children's Internet Protection Act of 2000 (HR 4577, P.L. 106-554).

Communications Act of 1934 as amended (47 U.S.C. 254[h],[I])

Public Law 94-553, The Copyright Act of 1976, 17 U.S.C. 101 et.seq.

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