

Brackett ISD  
136901

BOARD MEMBERS  
TRAINING AND ORIENTATION

BBD  
(LOCAL)

PUBLIC INFORMATION  
COORDINATOR

The Superintendent shall fulfill the responsibilities of the public information coordinator and shall receive, on behalf of Board members, the training specified by Government Code 552.012. [See GBAA]

BOARD MEMBERS  
TECHNOLOGY RESOURCES AND ELECTRONIC COMMUNICATIONS

BBI  
(LOCAL)

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**Note:** For employee and student use of District technology resources, see CQ.

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TECHNOLOGY RESOURCES	For purposes of this policy, "technology resources" means electronic communication systems and electronic equipment.
AVAILABILITY OF ACCESS	Access to the District's technology resources, including the Internet, shall be made available to Board members primarily for official duties and in accordance with administrative regulations.
LIMITED PERSONAL USE	Limited personal use of the District's technology resources shall be permitted if the use: <ol style="list-style-type: none"><li>1. Imposes no tangible cost on the District; and</li><li>2. Does not unduly burden the District's technology resources.</li></ol>
ACCEPTABLE USE	A Board member shall be required to acknowledge receipt and understanding of the user agreement governing use of the District's technology resources and shall agree in writing to allow monitoring of their use. Noncompliance may result in suspension of access or termination of privileges. Violations of law may result in criminal prosecution.
MONITORED USE	Electronic mail transmissions and other use of the District's technology resources by a Board member shall not be considered private. The Superintendent or designee shall be authorized to monitor the District's technology resources at any time to ensure appropriate use.
DISCLAIMER OF LIABILITY	The District shall not be liable for a Board member's inappropriate use of technology resources, violations of copyright restrictions or other laws, mistakes or negligence, and costs incurred. The District shall not be responsible for ensuring the availability of the District's technology resources or the accuracy, appropriateness, or usability of any information found on the Internet.
RECORDS RETENTION	A Board member shall retain electronic records, whether created or maintained using the District's technology resources or using personal technology resources, in accordance with the district's record management program. [See BBE, CPC]

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**Note:** For Board member use of District technology resources, see BBI. For student use of personal electronic devices, see FNCE.

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For purposes of this policy, "technology resources" means electronic communication systems and electronic equipment.

AVAILABILITY OF  
ACCESS

Access to the District's technology resources, including the Internet, shall be made available to students and employees primarily for instructional and administrative purposes and in accordance with administrative regulations.

LIMITED PERSONAL  
USE

Limited personal use of the District's technology resources shall be permitted if the use:

1. Imposes no tangible cost on the District;
2. Does not unduly burden the District's technology resources; and
3. Has no adverse effect on an employee's job performance or on a student's academic performance.

USE BY MEMBERS  
OF THE PUBLIC

Access to the District's technology resources, including the Internet, shall be made available to members of the public, in accordance with administrative regulations. Such use shall be permitted so long as the use:

1. Imposes no tangible cost on the District; and
2. Does not unduly burden the District's technology resources.

ACCEPTABLE USE

The Superintendent or designee shall develop and implement administrative regulations, guidelines, and user agreements consistent with the purposes and mission of the District and with law and policy.

Access to the District's technology resources is a privilege, not a right. All users shall be required to acknowledge receipt and understanding of all administrative regulations governing use of the District's technology resources and shall agree in writing to allow monitoring of their use and to comply with such regulations and guidelines. Noncompliance may result in suspension of access or termination of privileges and other disciplinary action consistent with District policies. [See DH, FN series, FO series, and the Student Code of Conduct] Violations of law may result in criminal prosecution as well as disciplinary action by the District.

INTERNET SAFETY

The Superintendent or designee shall develop and implement an Internet safety plan to:

TECHNOLOGY RESOURCES

CQ  
(LOCAL)

1. Control students' access to inappropriate materials, as well as to materials that are harmful to minors;
2. Ensure student safety and security when using electronic communications;
3. Prevent unauthorized access, including hacking and other unlawful activities;
4. Restrict unauthorized disclosure, use, and dissemination of personally identifiable information regarding students; and
5. Educate students about cyberbullying awareness and response and about appropriate online behavior, including interacting with other individuals on social networking Web sites and in chat rooms.

FILTERING

Each District computer with Internet access and the District's network systems shall have filtering devices or software that blocks access to visual depictions that are obscene, pornographic, inappropriate for students, or harmful to minors, as defined by the federal Children's Internet Protection Act and as determined by the Superintendent or designee.

The Superintendent or designee shall enforce the use of such filtering devices. Upon approval from the Superintendent or designee, an administrator, supervisor, or other authorized person may disable the filtering device for bona fide research or other lawful purpose.

MONITORED USE

Electronic mail transmissions and other use of the District's technology resources by students, employees, and members of the public shall not be considered private. Designated District staff shall be authorized to monitor the District's technology resources at any time to ensure appropriate use.

DISCLAIMER OF LIABILITY

The District shall not be liable for users' inappropriate use of the District's technology resources, violations of copyright restrictions or other laws, users' mistakes or negligence, and costs incurred by users. The District shall not be responsible for ensuring the availability of the District's technology resources or the accuracy, age appropriateness, or usability of any information found on the Internet.

RECORD RETENTION

A District employee shall retain electronic records, whether created or maintained using the District's technology resources or using personal technology resources, in accordance with the District's record management program. [See CPC]

TECHNOLOGY RESOURCES

CQ  
(LOCAL)

SECURITY BREACH  
NOTIFICATION

Upon discovering or receiving notification of a breach of system security, the District shall disclose the breach to affected persons or entities in accordance with the time frames established by law.

The District shall give notice by using one or more of the following methods:

1. Written notice.
2. Electronic mail, if the District has electronic mail addresses for the affected persons.
3. Conspicuous posting on the District's Web site.
4. Publication through broadcast media.

INTELLECTUAL PROPERTY

CY  
(LOCAL)

INTELLECTUAL PROPERTY	All copyrights, trademarks, and other intellectual property rights shall remain with the District at all times.
STUDENTS	A student shall retain all rights to work created as part of instruction or using District technology resources.
EMPLOYEES DISTRICT OWNERSHIP	As an agent of the District, an employee, including a student employee, shall not have rights to work he or she creates on District time or using District technology resources. The District shall own any work or work product created by a District employee in the course and scope of his or her employment, including the right to obtain copyrights.
EMPLOYEE OWNERSHIP	If the employee obtains a patent for such work, the employee shall grant a non-exclusive, non-transferable, perpetual, royalty-free, Districtwide license to the District for use of the patented work. A District employee shall own any work or work product produced on his or her own time, away from his or her job and with personal equipment and materials, including the right to obtain patents or copyrights.
PERMISSION	A District employee may apply to the Superintendent or designee to use District materials and equipment in his or her creative projects, provided the employee agrees either to grant to the District a non-exclusive, non-transferable, perpetual, royalty-free, District-wide license to use the work, or permits the District to be listed as co-author or co-inventor if the District contribution to the work is substantial. District materials do not include student work, all rights to which are retained by the student.
WORKS MADE FOR HIRE	The District may hire an independent contractor for specially commissioned work(s) under a written works-made-for-hire agreement that provides that the District shall own the work product created under the agreement, as permitted by copyright law. Independent contractors shall comply with copyright law in all works commissioned.
RETURN OF INTELLECTUAL PROPERTY	Upon the termination of any person's association with the District, all permission to possess, receive, or modify the District's intellectual property shall also immediately terminate. All such persons shall return to the District all intellectual property, including but not limited to any copies, no matter how kept or stored, and whether directly or indirectly possessed by such person.
COPYRIGHT	Unless the proposed use of a copyrighted work is an exception under the "fair use" guidelines maintained by the Superintendent or designee, the District shall require an employee or student to obtain a license or permission from the copyright holder before copying, modifying, displaying, performing, distributing, or otherwise

INTELLECTUAL PROPERTY

CY  
(LOCAL)

employing the copyright holder's work for instructional, curricular, or extracurricular purposes. This policy does not apply to any work sufficiently documented to be in the public domain.

TECHNOLOGY USE	All persons are prohibited from using District technology in violation of any law including copyright law. Only appropriately licensed programs or software may be used with District technology resources. No person shall use the District's technology resources to post, publicize, or duplicate information in violation of copyright law. The Board shall direct the Superintendent or designee to employ all reasonable measures to prevent the use of District technology resources in violation of the law. All persons using District technology resources in violation of law shall lose user privileges in addition to other sanctions. [See BBI and CQ]
ELECTRONIC MEDIA	Unless a license or permission is obtained, electronic media in the classroom, including motion pictures and other audiovisual works, must be used in the course of face-to-face teaching activities as defined by law.
DESIGNATED AGENT	<p>The District shall designate an agent to receive notification of alleged online copyright infringement and shall notify the U.S. Copyright Office of the designated agent's identity. The District shall include on its Web site information on how to contact the District's designated agent and a copy of the District's copyright policy. Upon notification, the District's designated agent shall take all actions necessary to remedy any violation. The District shall provide the designated agent appropriate training and resources necessary to protect the District.</p> <p>If a content owner reasonably believes that the District's technology resources have been used to infringe upon a copyright, the owner may notify the designated agent.</p>
TRADEMARK	The District protects all District and campus trademarks, including names, logos, mascots, and symbols, from unauthorized use.
SCHOOL-RELATED USE	The District grants permission to students, student organizations, parent organizations and other District affiliated school-support or booster organizations to use, without charge, District and campus trademarks to promote a group of students, an activity or event, a campus, or the District, if the use is in furtherance of school-related business or activity. The Superintendent or designee shall determine what constitutes use in furtherance of school-related business or activity and is authorized to revoke permission if the use is improper or does not conform to administrative regulations.
PUBLIC USE	Members of the general public, outside organizations, vendors, commercial manufacturers, wholesalers, and retailers shall not use

INTELLECTUAL PROPERTY

CY  
(LOCAL)

District trademarks without the written permission of the Superintendent or designee. Any production of merchandise with District trademarks for sale or distribution must be pursuant to a trademark licensing agreement and may be subject to the payment of royalties.

Any individual, organization, or business that uses District trademarks without appropriate authorization shall be subject to legal action.



ACADEMIC ACHIEVEMENT

EI  
(LOCAL)

CERTIFICATE OF  
COURSEWORK  
COMPLETION

The District shall not issue a certificate of coursework completion to a student who fails to meet all state and local requirements for graduation. [See EIF, FMH]

PARTIAL CREDIT

When a student earns a passing grade in only one semester of a two-semester course and the combined grade for the two semesters is lower than 70, the District shall award the student credit for the semester with the passing grade. The student shall be required to retake only the semester in which he or she earned the failing grade.

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**Note:** For provisions addressing end-of-course assessments and course credit, see EIA.

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Brackett ISD  
136901

ACADEMIC ACHIEVEMENT  
GRADING /PROGRESS REPORTS TO PARENTS

EIA  
(LOCAL)

NO POLICY ENCLOSED  
See: TASB Policy Service ***STAAR Program Starting Points***

DATE ISSUED: UPDATE 90  
EIA (LOCAL)

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136901

ACADEMIC ACHIEVEMENT  
CLASS RANKING

EIC  
(LOCAL)

NO POLICY ENCLOSED  
See: TASB Policy Service ***STAAR Program Starting Points***

DATE ISSUED: UPDATE 90  
EIC (LOCAL)

Brackett ISD  
136901

ACADEMIC ACHIEVEMENT  
RETENTION AND PROMOTION

EIE  
(LOCAL)

NO POLICY ENCLOSED  
See: TASB Policy Service ***STAAR Program Starting Points***

DATE ISSUED: UPDATE 90  
EIE (LOCAL)

STUDENT ACTIVITIES  
COMMENCEMENT

FMH  
(LOCAL)

COMMENCEMENT  
EXERCISES

A student who has satisfactorily completed all coursework requirements for graduation but has failed to meet applicable state testing requirements shall be allowed to participate in commencement activities and ceremonies only if the student participates in remediation classes and receives approval by the principal. [See EI, EIF]

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT CONDUCT

FNC  
(LOCAL)

STUDENT HANDBOOK — STUDENT CODE OF CONDUCT The District's rules of conduct and discipline, maintained in the student handbook and/or the Board-adopted Student Code of Conduct, are established to achieve and maintain order in the schools, and to teach respect toward others and responsible behavior. [See FO series]

EXTRACURRICULAR ACTIVITIES: STANDARDS OF BEHAVIOR With the approval of the principal and Superintendent, a sponsor or a coach of an extracurricular activity may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. [See FO]

PROHIBITED HARASSMENT A student shall not engage in prohibited harassment, including sexual harassment, of:

1. Another student, as defined at FFH.
2. A District employee, as defined at DIA.

While subject to the disciplinary control of the District, a student shall not engage in prohibited harassment, including sexual harassment, of another person, including a Board member, vendor, contractor, volunteer, or parent.

A student who violates this prohibition shall be subject to appropriate discipline in accordance with the Student Code of Conduct.

BEHAVIORAL STANDARDS The following specific policies address student conduct in the areas of:

1. Use of District technology resources — CQ
2. Attendance — FEC
3. Bullying — FFI
4. School-sponsored publications — FMA
5. Appropriate attire and grooming — FNCA
6. Damage to school property — FNCB
7. Prohibited organizations and hazing — FNCC
8. Tobacco use — FNCD
9. Use of personal telecommunications devices and other electronic devices — FNCE
10. Drug and alcohol use — FNCF
11. Weapons — FNCG
12. Assault — FNCH
13. Disruptions — FNCI, GKA

STUDENT CONDUCT  
PERSONAL TELECOMMUNICATIONS/ELECTRONIC DEVICES

FNCE  
(LOCAL)

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**Note:** For searches of personal telecommunications devices or other personal electronic devices, see FNF.

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PERSONAL USE  
TELECOMMUNICA-  
TIONS DEVICES

An authorized District employee may confiscate a personal telecommunications device, including a mobile telephone, used in violation of applicable campus rules.

The District shall not charge a fee for the release of a personal telecommunications device. In accordance with the student handbook, the student or the student's parents may retrieve a device after receiving notification from the District.

If a personal telecommunications device is not retrieved, the District shall dispose of the device after providing notice required by law.

OTHER  
ELECTRONIC  
DEVICES

Guidelines regarding other electronic devices shall be addressed in the student handbook.

INSTRUCTIONAL USE

A student shall obtain prior approval before using personal telecommunications or other personal electronic devices for on-campus instructional purposes. The student shall also acknowledge receipt and understanding of applicable regulations and shall sign the appropriate user agreements. [See CQ]