

Eureka County School District

Staff Access To Networked Information Resources

With the spread of telecommunications throughout the modern work place, the Board recognizes that employees will shift the ways they share ideas, transmit information and contact others. As staff members become connected to the global community, their use of new tools and systems brings new responsibilities as well as opportunities.

The Board encourages all employees will learn to use electronic mail, internet access, and telecommunications tools and apply them in appropriate ways to the performance of tasks associated with their positions and assignments. Toward that end, the Board directs the Superintendent to provide staff with training in the proper and effective use of telecommunications, Internet, and electronic mail.

Communication over networks should not be considered private. Network supervision and maintenance may require review and inspection of directories or messages. Messages may sometimes be diverted accidentally to a destination other than the one intended. Privacy in these communications is not guaranteed.

The District reserves the right to access stored records in cases where there is reasonable suspicion to suspect misuse of the system and/or a breach of security may exist. The network supervisor may examine network files and communications in order to ascertain compliance with network guidelines for acceptable use.

Employees are expected to communicate in a professional manner consistent with state and school district laws governing the behavior of school employees and with federal laws governing copyrights. Electronic mail and telecommunications are not to be utilized to share confidential information about students or other employees.

The District shall and will implement technology infrastructure to deny access (filter), monitor, and block inappropriate material received and sent.

The Board encourages staff to make use of telecommunications to explore educational topics, conduct research and contact others in the educational world. The Board anticipates that the new systems will expedite the sharing of effective practices and lessons across the district and will help staff stay on the leading edge of practice by forming partnerships with others across the nation and around the world.

The computers, associated hardware and software, including electronic mail (e-mail) and access to on-line services (the Internet), not limited to, voice mail, pagers, faxes, are the District's property and, as such, are to be used as implied with the District's Acceptable Use Agreement.

Network, Internet and electronic mail rules and guidelines are outlined in the Eureka County School District Acceptable Use Policy.

To gain access to e-mail, the Internet, and other informational technologies, employees must sign and return the User Agreement - District Permission Form to the District personnel office.