




SUBJECT: INTERNET ACCEPTABLE USE POLICY

1. The goal of participation in the Internet is to assist in the collaboration and exchange of information between and among individuals and between the schools within the Mecosta-Osceola Intermediate School District (MOISD) and other schools and institutions beyond the MOISD. The MOISD will provide students, faculty and staff accounts for Internet access, email and file storage. In some instances, web authoring accounts will be made available. Use of these accounts by persons not affiliated with the MOISD is prohibited.
2. The intent of this policy is to comply with the Children’s Internet Protection Act, CIPA, acceptable use policies of any other networks utilized and to insure the MOISD network is used as tax payers would approve.
3. The MOISD network is defined as access to the Internet, email, file storage, printing/copying resources and telephone system.
4. The use of the MOISD network is a privilege, which may be revoked by the administrators of the system at any time for abusive conduct. Such conduct would include, but not be limited to: the placing of unlawful information on the system, harassment of others, use of obscene, abusive or otherwise objectionable language in either public or, upon registration of complaint, private messages. The MOISD administration will be the sole arbiter of what constitutes this behavior and will decide appropriate disciplinary action.
5. Use of the system for personal profit or politics, criminal activity, slander, libel, defamation and/or mendacity is strictly prohibited. The MOISD administration will be the sole arbiter of what constitutes this behavior and will decide appropriate disciplinary action.
6. The use of the MOISD network is a privilege which may be revoked by the administrators of the system at any time for conduct that embarrasses, harms, or in any way distracts from the good reputation of the Mecosta-Osceola Intermediate School District, its students, faculty and staff or any institution with which the MOISD is affiliated. The MOISD administration will be the sole arbiter of what constitutes this behavior and will decide appropriate disciplinary action.
7. The MOISD does **NOT** warrant that the functions of this system will meet any specific requirements a user may have; nor that it will be error free or uninterrupted; nor shall it be liable for any indirect, incidental or consequential damages (including lost data, information or profits) sustained or incurred in connection with the use, operation or inability to use the system.

Approved By:	Adopted Date:	Effective Date:	Original Date:	Revised Date:
	05/12/97	05/12/97	05/12/97	05/09/05

8. **The MOISD Internet, email, network storage and phone systems should not be considered private.** Administrators of the system actively monitor each user's activity. Email communications and web browsing history may be requested by the public under the Freedom of Information Act, FOIA. Administrators of the system will cooperate with law enforcement agencies upon request.
9. All uses of the MOISD network must be in support of education and consistent with the purposes of the Mecosta-Osceola Intermediate School District.
10. Use of the MOISD network for non-educational game playing, Internet radio or instant messaging is forbidden.
11. Use of email systems other than that which the MOISD provides, (i.e. hotmail, yahoo mail, lycos mail, etc) is not allowed on the MOISD network.
12. MOISD network accounts are to be used only by the authorized owner of the account. The sharing of passwords is absolutely prohibited.
13. Any violations of the use of the MOISD network should be reported to the teacher/supervisor in charge.
14. Students must receive teacher's approval before personal storage media is used with the MOISD network computers.
15. Personal information (e.g., personal addresses and phone numbers, charge card account numbers, etc.) should not be shared over the Internet.
16. Students may not be identified in the caption of any photo included in a web page or document.
17. Under no circumstances is an employee or student of the MOISD authorized to engage in any activity that is illegal under local, state, federal or international law while utilizing the MOISD network.
18. Use of the MOISD network to access or process inappropriate (e.g., obscene or pornographic materials) materials or to download files dangerous to the integrity of the network, (viruses, ad-ware, spy-ware, etc.) is prohibited. Transmission of material, information, or software in violation of any district policy or federal, state or local law or regulation is prohibited.
19. MOISD network users may download materials for educational use only. Copyrighted materials must be used in accordance with district policy and all copyright laws.

20. Vandalism will result in cancellation of MOISD network privileges. Vandalism is defined as any attempt to harm or destroy district equipment or materials, those of another user or of the district system or the Internet system.
21. Use of any other organization's network or computing resources must comply with the rules appropriate for that network as well as the MOISD network. Transmission of any material in violation of any U.S. or state regulation is prohibited. This includes, but is not limited to; copyrighted material, threatening or obscene material, or material protected by trade secret. Use for commercial activities is generally not acceptable. Use for product advertisement or political lobbying is also prohibited.
22. The use of the MOISD network is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. (Each student who receives an account will be part of a discussion with a faculty member pertaining to the proper use of the network.) The MOISD administration will be the sole arbiter of what constitutes inappropriate behavior and will decide suitable disciplinary action. The administration, faculty, and staff of MOISD may request the system administrator to deny, revoke, or suspend specific user accounts.
23. Users are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:
 - a) Be polite. Do not get abusive in your messages to others.
 - b) Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
 - c) Illegal activities are strictly forbidden.
 - d) Do not reveal your personal address or phone numbers of students or colleagues
 - e) Do not use the MOISD network in such a way that you would disrupt the use of the network by other users.
 - f) Note that electronic mail (email) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
 - g) All communications and information accessible via the MOISD network should **not** be assumed to be private property.
21. Security on any computer system is a high priority, especially when the system involves many users. If any user feels he/she can identify a security problem on the MOISD network, he/she must notify a system administrator or teacher. Do not demonstrate the problem to other users.
22. Attempts to log on to the MOISD network as a system administrator will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to all resources.