



NEW TRIER TOWNSHIP HIGH SCHOOL DISTRICT 203

Board of Education Policy 5-90

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PERSONNEL STAFF USE OF TECHNOLOGY

The Opportunities and Risks of Technology Use

The Board of Education believes that the value of information and interaction that the proper and appropriate use of technology offers outweighs the hazards of its misuse. Making network access available, however, carries with it the potential that some network users will encounter sources that some consider controversial or inappropriate. Because information on networks is transitory and so diverse, New Trier cannot completely predict or control what users may or may not locate. Technology provides a conduit to information; the users must be wary of the sources and content and be responsible in choosing information to be accessed.

No technology is guaranteed to be error-free or totally dependable. Among other matters, New Trier is not liable or responsible for: 1) any information that may be lost, damaged, or unavailable due to technical, or other, difficulties; 2) the accuracy or suitability of any information that is retrieved through technology; 3) breaches of confidentiality; or 4) defamatory material.

Privileges and Responsibilities

Using technology and accessing the District's network and internet service are privileges, not rights. This policy and the acceptable use regulations which accompany it apply to employee use of both District-owned and personal electronic devices, and governs the use of District computers, laptops, and tablets as well as student owned computing and communication devices, including but not limited to cell phones, smart phones, tablets and laptops.

The District's electronic network is part of the curriculum and is not a public forum for general use. Users may access technology only for educational purposes. The actions of users accessing networks through the District reflect on the School District; therefore, users must conduct themselves accordingly by exercising good judgment and complying with this policy and all accompanying administrative regulations and guidelines. Users are responsible for their behavior and communications using the District's computers and networks, whether such networks are accessed using District-owned or personal electronic devices.

Exercising this privilege requires that users accept the responsibility for all material viewed, downloaded, and/or produced.

Users will need to evaluate the validity of materials accessed through technology and cite their sources when appropriate. The actions of users accessing networks through New Trier reflect on the School District, therefore, users must conduct themselves accordingly by exercising good judgment and complying with this policy and all accompanying administrative regulations and guidelines.

Disciplinary Actions

Failure to comply with this policy and all administrative regulations and guidelines governing the use of technology may result in disciplinary action by administration and/or the Board of Education up to and including suspension and dismissal.

No Expectation of Privacy

Users must recognize that there is no assurance of confidentiality with respect to access to transmissions and files by persons outside, or from persons inside, the District. Also, New Trier reserves the right to log technology use, to monitor fileserver space utilization by users and to examine users' files and materials as needed; therefore, users cannot expect privacy from District personnel as to their use of the District's network, whether accessing and using the network from a District-owned or personal device.

Additional Rules and Actions

The Superintendent or his/her designee will establish regulations and guidelines, including Acceptable Use Regulations, and shall take appropriate action to implement this policy.

Cross Reference:

Policy 7.250

Adopted: 3/17/97

Revised: 8/24/98

Revised 4/17/2006

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