

STUDENT COMPUTER AND INTERNET USE

Maine Indian Education's computers, network and Internet access are provided to support the educational mission of the schools. This policy and the accompanying rules also apply to laptops issued directly to students. Students are not allowed to use privately-owned computers, and they should not be brought to school without authorization from the building administrator.

Compliance with the school unit's policies and rules concerning computer use is mandatory. Students who violate these policies and rules may, after being given an opportunity to respond to an alleged violation, have their computer privileges limited, suspended or revoked. The building administrator shall have the final authority to decide whether a student's computer privileges will be altered, based on the circumstances of the particular case. Such violations may also result in disciplinary action, referral to law enforcement and/or legal action.

Maine Indian Education's computers remain under the control, custody and supervision of the school unit at all times. The school unit monitors all computer and Internet activity by students. Students have no expectation of privacy in their use of school computers, whether they are used on or off school property.

Maine Indian Education's schools utilize filtering technology designed to block materials that are obscene or harmful to minors, and child pornography. Maine Indian Education takes precautions to supervise student use of the Internet and electronic communications, and to prevent the unlawful disclosure, use or dissemination of personally identifiable information about students. Maine Indian Education educates students about safety on the Internet, appropriate online behavior and cyberbullying awareness and response, but parents should be aware that Maine Indian Education cannot reasonably prevent all instances of inappropriate computer use by students that may violate School Committee policies and rules, including access to objectionable materials and communications.

Students and parents shall be informed of this policy and the accompanying rules through handbooks, the school web site and/or other means selected by the Superintendent. Parents/guardians and students are required to sign the Student Computer Use form acknowledging their understanding of these requirements.

The Superintendent or his/her designee is responsible for implementing this policy and the accompanying rules. Additional administrative procedures or school rules governing the day-to-day management and operations of the school unit's computer system may be implemented by the Superintendent, consistent with Joint School Committee policies and rules.

Cross Reference: IJNDB-R – Student Computer and Internet Use Rules
JICIA – Weapons, Violence, and School Safety
JICK—Bullying and Cyberbullying
GBEB – Staff Conduct with Students
GCSA/GCSA-R – Employee Computer and Internet Use
EGAD/EGAD-R – Copyright Compliance

Legal Reference: 47 USC § 254(h)(5) (Children's Internet Protection Act)
P.L. No. 110-385 (Protecting Children in the 21st Century Act)

IISC Adopted 05/06/13

ITSC Adopted 05/06/13

PPSC Adopted 05/06/13

STUDENT COMPUTER AND INTERNET USE RULES

All students are responsible for their actions and activities involving school unit computers, network and Internet services, and for their computer files, passwords and accounts. These rules provide general guidance concerning the use of the school unit's computers and examples of prohibited uses. The rules do not attempt to describe every possible prohibited activity by students. Students, parents, and school staff who have questions about whether a particular activity is prohibited are encouraged to contact the building administrator. These rules apply to all school computers and all school-provided laptops wherever used, and all uses of school servers, Internet access and networks regardless of how they are accessed.

A. Acceptable Use

1. The school unit's computers, network and Internet services are provided for educational purposes and research consistent with the school unit's educational mission, curriculum and instructional goals.
2. Students must comply with all Maine Indian Education Joint School Committee policies, school rules and expectations concerning student conduct and communications when using school computers, whether on or off school property.
3. Students also must comply with all specific instructions from school staff and volunteers when using the school unit's computers.

B. Prohibited Uses

Unacceptable uses of school unit computers include, but are not limited to, the following:

1. **Accessing or Communicating Inappropriate Materials** – Students may not access, submit, post, publish, forward, download, scan or display defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing, bullying/cyberbullying and/or illegal materials or messages.
2. **Illegal Activities** – Students may not use the school unit's computers, network and Internet services for any illegal activity or in violation of any School Committee policy/procedure or school rules. The school unit assumes no responsibility for illegal activities of students while using school computers.

3. **Violating Copyrights or Software Licenses** – Students may not copy, download or share any type of copyrighted materials (including music or films) without the owner’s permission; or copy or download software without the express authorization of the Technology Coordinator. Unauthorized copying of software is illegal and may subject the copier to substantial civil and criminal penalties. The school unit assumes no responsibility for copyright or licensing violations by students. *See School Committee policy/procedure EGAD – Copyright Compliance.*
4. **Plagiarism** – Students may not represent as their own work any materials obtained on the Internet (such as term papers, articles, music, etc). When Internet sources are used in student work, the author, publisher and web site must be identified.
5. **Use for Non-School-Related Purposes** - Using the school unit’s computers, network and Internet services for any personal reasons not connected with the educational program or school assignments.
6. **Misuse of Passwords/Unauthorized Access** – Students may not share passwords; use other users’ passwords; access or use other users’ accounts; or attempt to circumvent network security systems.
7. **Malicious Use/Vandalism** – Students may not engage in any malicious use, disruption or harm to the school unit’s computers, network and Internet services, including but not limited to hacking activities and creation/uploading of computer viruses.
8. **Avoiding School Filters** – Students may not attempt to or use any software, utilities or other means to access Internet sites or content blocked by the school filters. If a student believes filtering should be less restrictive on a temporary basis for specific, bona fide research purposes, he/she should discuss the matter with his/her teacher.
9. **Unauthorized Access to Blogs/Social Networking Sites, Etc.** – Students may not access blogs, social networking sites, etc. to which student access is prohibited.

C. Compensation for Losses, Costs and/or Damages

The student and his/her parents are responsible for compensating the school unit for any losses, costs or damages incurred for violations of School Committee policies/procedures and school rules while the student is using school unit computers, including the cost of investigating such violations. The school unit

assumes no responsibility for any unauthorized charges or costs incurred by a student while using school unit computers.

D. Student Security

A student is not allowed to reveal his/her full name, address, telephone number, social security number, photograph or other personal information on the Internet while using a school computer without written permission from a parent/guardian. Students should never agree to meet people they have contacted through the Internet without parental permission. Students should inform their teacher if they access information or messages that are dangerous, inappropriate or make them uncomfortable in any way.

E. System Security

The security of the school unit's computers, network and Internet services is a high priority. Any student who identifies a security problem must notify his/her teacher or building administrator immediately. The student shall not demonstrate the problem to others or access unauthorized material.

1. If a laptop is lost or stolen, this must be reported to the principal and tribal law enforcement immediately.
2. The School Committee's policy and rules concerning computer and Internet use apply to use of laptops at any time or place, on or off school property. Students are responsible for obeying any additional rules concerning care of laptops issued by school staff.
3. Violation of policies or rules governing the use of computers, or any careless use of a laptop, may result in a student's laptop being confiscated and/or a student only being allowed to use the laptop under the direct supervision of school staff. The student will also be subject to disciplinary action for any violations of School Committee policies/ procedures or school rules.
4. The laptop may only be used by the student to whom it is assigned.
5. All use of school-loaned laptops by all persons must comply with the school's Student Computer Use Policy and Rules.
6. Laptops must be returned in acceptable working order at the end of the school year or whenever requested by school staff.

Cross Reference: IJNDB – Student Computer and Internet Use