

Instruction

Electronic Networks

This policy and its implementing administrative procedures are intended to serve as a guide to the scope of the Cooperative's authority and the safe and acceptable use of the Cooperative's computers, computer network, and Internet access. This policy governs all use of computers, local and/or wide area networks, and Internet access operated or maintained by the Cooperative or any member District, which will be collectively referred to in this policy and its implementing procedures as the "electronic network" or "electronic networks." This policy applies both to use of the Cooperative's own electronic network and to the use of electronic networks maintained by member Districts by Cooperative staff, students, and other authorized users.

Electronic networks, including the Internet, are a part of the Cooperative's instructional program and serve to promote educational excellence by facilitating resource sharing, innovation, and communication. The Director shall develop an administrative procedures for this policy and appoint system administrator(s). The Director or his or her designee(s) may also promulgate additional procedures, rules, and other terms and conditions of electronic network use as may be necessary to ensure the safe, proper, and efficient use and operation of electronic networks.

The Cooperative is not responsible for any information that may be lost or damaged, or become unavailable when using the electronic network, or for any information that is retrieved or transmitted via the Internet. Furthermore, the Cooperative will not be responsible for any unauthorized charges or fees resulting from access to the Internet.

Curriculum and Appropriate Online Behavior

The use of the Cooperative's electronic networks shall: (1) be consistent with the curriculum adopted by the Cooperative as well as the varied instructional needs, learning styles, abilities, and developmental levels of the students, and (2) comply with the selection criteria for instructional materials and library resource center materials. As required by federal law, students will be educated about appropriate online behavior, including but not limited to: (1) interacting with other individuals on social networking websites and in chat rooms, and (2) cyber-bullying awareness and response. Staff members may, consistent with the Superintendent's implementation plan, use the Internet throughout the curriculum.

Electronic networks are part of the curriculum and are not a public forum for general use. Electronic networks are not to be used in conflict with the basic educational mission of the Cooperative. Use of electronic networks may be restricted in light of the maturity level of students involved and the special characteristics of the school environment. Therefore, the Cooperative shall not permit use of electronic networks which: (a) disrupts the proper and orderly operation and discipline of schools, programs, and services operated or provided by the Cooperative or member Districts; (b) threatens the integrity or efficient operation of the electronic networks themselves; (c) violates the rights of others; (d) is socially inappropriate or inappropriate for a student's age or maturity level; (e) is primarily intended as an immediate solicitation of funds; (f) is illegal or for illegal purposes of any kind; or (g) constitutes gross disobedience or misconduct. The Cooperative shall also implement technology protection measures consistent with the *Children's Internet Protection Act* and its implementing regulations.

Acceptable Use

All use of electronic networks must be: (1) in support of education and/or research, and be in furtherance of the goals stated herein, or (2) for a legitimate school business purpose. Use is a privilege, not a right. Students and staff members have no expectation of privacy in any material that is stored, transmitted, or received via the electronic networks. General rules for behavior and communications apply when using electronic networks. The Director shall promulgate additional guidelines for the acceptable use, etiquette, and terms of use of electronic networks.

Internet Safety

Technology protection measures shall be used on each Cooperative computer with Internet access. They shall include a filtering device that protects against Internet access by both adults and minors to visual depictions that are: (1) obscene, (2) pornographic, or (3) harmful or inappropriate for students, as defined by federal law and as determined by the Director or designee. The Director or designee shall enforce the use of such filtering devices. An administrator, supervisor, or other authorized person may only disable the filtering device for bona fide research or other lawful purpose by non-student adults. The Director or designee shall include measures in this Policy's administrative procedures to address the following:

1. Ensure staff supervision of student access to online electronic networks,
2. Restrict student access to inappropriate matter as well as restricting access to harmful materials,
3. Ensure student and staff privacy, safety, and security when using electronic communications,
4. Restrict unauthorized access, including "hacking" and other unlawful activities, and
5. Restrict unauthorized disclosure, use, and dissemination of personal identification information, such as, names and addresses.

The Cooperative shall monitor the use of electronic networks within the Cooperative's control in order to ensure compliance with this policy, its administrative procedures, and other rules, regulations or other terms or conditions of computer network access promulgated the Director or his or her designee(s), and other disciplinary policies and regulations necessary to further the educational, safety, and pedagogical concerns of the Cooperative and/or member Districts.

Authorization for Electronic Network Access

Each staff member and any other non-student user must sign a staff/non-student authorization form (6:235-E1) as a condition for using electronic networks subject to this policy, including electronic networks maintained by member Districts. Each student and his or her parent(s)/guardian(s) must sign a student authorization (6:235-E2) before being granted use.

All users of the electronic network shall maintain the confidentiality of student records. No confidential information shall be loaded onto an electronic network unless sufficient measures are in place to prevent unauthorized access to confidential student information.

The failure of any student, staff member, or other user to follow the terms of this policy or its implementing administrative procedures, will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

LEGAL REF.: No Child Left Behind Act, 20 U.S.C. §6777.
Children’s Internet Protection Act, 47 U.S.C. §254(h) and (l).
Enhancing Education Through Technology Act, 20 U.S.C §6751 et seq.
47 C.F.R. Part 54, Subpart F, Universal Service Support for Schools and Libraries.
720 ILCS 135/0.01.

CROSS REF.: 5:100 (Staff Development Program), 5:170 (Copyright), 6:40 (Programs and Curriculum Development), 6:210 (Instructional Materials), 6:230 (Library Media Program), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:130 (Student Rights and Responsibilities), 7:190 (Student Discipline), 7:310 (Restrictions on Publications)

ADOPTED: June 13, 2012