

Electronic Communication

Technology Mission Statement

It is the mission of the GCISD Technology Services Department to be THE BEST.

To achieve the goals and mission of the district, Technology Services will strategically plan to facilitate the seamless integration of cutting edge technology into all aspects of the academic life of students and staff. We will strategically plan to nurture a learner-centered environment where technology serves as a tool to promote the growth of every student.

Electronic Communications Policy

******* IMPORTANT: PARENTS, PLEASE READ CAREFULLY! *******

Instructional Resource

The Grapevine-Colleyville Independent School District is proud to bring network and Internet access to District employees and students. Grapevine-Colleyville Independent School District believes the Internet offers many diverse and unique resources to both students and staff. The District's goal in providing this service to staff and students is to promote educational excellence in schools by facilitating resource sharing, innovative teaching, and communication skills.

Student Safety

Grapevine-Colleyville ISD is aware that resources which are inappropriate or not designed for use in the educational setting may be accessed on the Internet. To protect students and staff from such inappropriate material, the District's Internet access is filtered with one of the highest rated Internet filtering systems available. However, users must recognize that it is impossible for GCISD to restrict access to all controversial material and individuals must be responsible for their own actions in navigating the network. **For this reason, parents are asked to notify the school if they do not want their student to have Internet access.**

Purpose

The purpose of this policy is to ensure school-level compliance with all procedures and regulations regarding the local area network and Internet usage. All students, parents, teachers, administrators and District employees who obtain their Internet access through the Grapevine-Colleyville Independent School District are expected to use these services appropriately.

User Responsibilities

1. Grapevine-Colleyville Independent School District is providing Internet resources for educational purposes only. Student/staff use of Internet resources must be related to an expressed educational/administrative goal or objective.
2. The use of the Grapevine-Colleyville Independent School District Internet and computer network must be in support of educational goals, research, and class assignments and consistent with the educational objectives of the Grapevine-Colleyville Independent School District.
3. Users must have a valid, authorized account to access the network, and use only those computer resources that are authorized. Accounts may be used only in accordance with authorized purposes.
4. Individual accounts may be used only by the owner of the account except where specifically authorized by the Grapevine-Colleyville Independent School District administrators. In the case of class accounts, all use must be under the supervision of the sponsoring teacher.
5. The user is responsible for safeguarding the computer account. Users are expected to protect access to accounts by periodically changing the password and keeping it confidential. They must respect the privacy of others by not tampering with their files, passwords or accounts.

Policy – Terms and Conditions: [See policy CQ LOCAL]

1. Acceptable Use –Users are to properly use district network resources for educational and/or administrative purposes. Respectful and responsible network etiquette and behavior should be in keeping with the District's mission statement. Students and staff are expressly prohibited from accessing obscene, profane, vulgar, or pornographic sites or materials.
2. Privileges – The use of the Internet is a privilege. Abusive conduct will lead to the privilege being revoked.
3. Warranty - Grapevine-Colleyville ISD makes no warranties of any kind, whether expressed or implied, for the service it is providing. Grapevine-Colleyville ISD will not be responsible for loss of data resulting from delays, non-deliveries, mis-deliveries viruses, or service interruptions caused by its own negligence or user errors or omissions. Opinions, advice, services, and all other information expressed by system users, information providers, service providers, or other third-party individuals in the system are those of the providers and not the District. Grapevine-Colleyville ISD

specifically denies any responsibility for the accuracy or quality of information obtained through GCISD network services.

4. Disclaimer of Liability – The district shall not be liable for user’s inappropriate use of electronic communication resources or violations of copyright restrictions, user’s mistakes or negligence, or costs incurred by users. The district shall not be responsible for ensuring the accuracy, age appropriateness, or usability of any information available on the Internet.
5. Monitored Use – Electronic mail transmissions and other use of the electronic communications system by students and employees shall not be considered confidential and may be monitored at any time by designated district staff to ensure appropriate use for educational or administrative purposes. Forgery or attempted forgery of electronic mail messages is prohibited. Only authorized district personnel designated by the Director of Technology Services may read, delete, copy or modify the electronic mail of other system users. Deliberate interference with the ability of other system users to send/receive electronic mail, or the use of another person’s user ID and/or password is prohibited. Forgery or attempted forgery will result in the cancellation of system privileges, as well as other appropriate consequences.
6. Vandalism is prohibited and will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm, disrupt or destroy data of another user of the district’s network or any of the agencies or other networks that are connected to the Internet. This includes, but is not limited to, the uploading or creating of computer viruses. Any of these actions may be viewed as violations of district policy, administrative regulations and, possibly, as criminal activity under applicable state and federal laws. Users must respect the privacy of other users. Users will not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, or represent themselves as another user unless explicitly authorized to do so by that user. Deliberate attempts to degrade or disrupt system performance and/or degrade, disrupt, or bypass system security are violations of district policy and administrative regulations and may constitute criminal activity under applicable state and federal laws.
7. The district will, in accordance with district policy, cooperate with local, state, or federal officials in any investigation concerning or relating to misuse of the district’s network.
8. Network Etiquette – The user is expected to:
 - be polite
 - use appropriate language
 - maintain confidentiality of the user, colleagues, and students
 - respect copyright laws
 - be respectful in all aspects of network use

Remember: an all caps message implies shouting.

Consequences

The following consequences will apply to all Grapevine-Colleyville Independent School District Internet users. Violation of Grapevine-Colleyville Independent School District’s policies and procedures concerning the use of the computer on the networks will result in the same disciplinary actions that would result from similar violations in other areas of Grapevine-Colleyville Independent School District life. Any or all of the following consequences may be enforced:

1. Loss of computer privileges/Internet access, with length of time to be determined by the campus administration.
2. Any campus-based disciplinary consequence, including suspension as deemed appropriate by the administration.
3. VISTA, the Disciplinary Alternative Education Program (DAEP), placement may be considered in flagrant violations or violations that corrupt the educational value of the computers or the Internet. Additionally, expulsion may be considered in instances where students have used Grapevine-Colleyville Independent School District Internet access to engage in conduct that constitutes felony criminal mischief.
4. Violations of law may result in criminal prosecution as well as disciplinary action by the district.
5. Staff consequences – Any of the above consequences as deemed appropriate by the administration or possible termination of employment for noncompliance of the Grapevine-Colleyville Independent School District policies.