

WEST ISLIP PUBLIC SCHOOLS

100 SHERMAN AVENUE WEST ISLIP, NEW YORK 11795

(631) 930-1580

www.wi.k12.ny.us

REANNA FULTON, DIRECTOR OF TECHNOLOGY

Dear Parents/Guardians:

The West Islip School District is pleased to offer our students access to the Internet through our computer network. We feel this access to the Internet dramatically expands the educational opportunities available to our students. No longer are we limited to the printed materials available in our libraries and classrooms. A new world of primary documents, faraway experts, distant museums, countless databases and real-time videos are now available to enhance instruction and broaden our scope of reference.

As we enter this expanded world of information, our students will be faced with the task of learning new skills that will help them search, evaluate, select, cite and process this endless array of information. Although we feel the good far outweighs the bad, the Internet does contain material inappropriate for school age children. To provide our students with safe access to the Internet, the West Islip School District uses a filtering program that prevents access to inappropriate sites. In addition, teachers, the Library Media Specialists, or a building paraprofessional monitors student use of the Internet. However, with the changing nature of the Internet, we cannot guarantee that your child will never access something objectionable. For this reason, the Board of Education has adopted Internet Use Policies that are reflected in the Standards and Rules that are attached to this letter.

Please take the time to review the guidelines found in this document with your child. Our Internet Use Policy is an "opt-out" policy. All students are given Internet access unless their parent(s) request that they not be given access. Therefore, return the attached form to your child's school ONLY if you DO NOT want your child to have Internet access while at school.

Thank you for your cooperation and interest in expanding the educational opportunities available to our students.

Sincerely,

Reanna Fulton

Internet Rules For Students

As users of the West Islip School District computer network, students agree to abide by the rules, including the following:

- a. Users agree to abide by all the rules that are listed in the West Islip Internet Use Policy.
- b. Users will be polite, and will not use inappropriate language in messages to others.
- c. Users will be respectful and uphold copyright laws and patent laws.
- d. Users will not deliberately access or transfer educationally inappropriate materials or show others how to do the same.
- e. Users will not deliberately or willfully cause damage to computer equipment or software or assist others to do the same.
- f. Users realize that the use of the Internet is a privilege, not a right. Users accept that inappropriate behavior may lead to penalties including revoking of account, disciplinary action and/or legal action.

(Ref: BOE Policies # 7314, 8321, 8323)

Revocation of Internet Access

Student's Name (First and Last): _____
(Please Print)

School _____ Grade _____

I do not wish my child, named above, to have Internet access. I understand that this request will remain in effect while my child attends this school, unless I notify the school in writing. (A new revocation form will be required when my child enrolls in a different district school.)

Parent's Signature: _____ Date _____

Parent's Name: _____
(Please Print)

Please return this form to your child's school ONLY if you DO NOT want your child to have Internet access while at school.

Internet Usage Standards:

Internet Use: The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. The key concept underlying the Internet is interconnectivity - something that will allow administrators, teachers, and more importantly, students to access an unparalleled array of communication and information resources.

The West Islip School District, to the extent possible, has taken precautions to restrict access to educationally inappropriate curriculum materials. However, on a global network, it is impossible to control all materials and an industrious user may discover inappropriate educational information. However, West Islip believes that the benefit derived from the information and interaction available on this worldwide network far outweigh the possibility that users may procure material that is not consistent with the educational goals of the District.

Internet access is coordinated through a complex association of government agencies, and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. In general, this requires efficient, ethical, and legal utilization of the network resources. If a West Islip School District user violates any of these provisions, his or her participation will be terminated and future access could possibly be denied.

Internet - Terms and Conditions:

1. Acceptable Use - The purpose of the Internet is to support research and education in and among academic institutions in the United States by providing access to unique resources and the opportunity for collaborative work. The use of the Internet must be in support of education and research and consistent with the educational objectives of the West Islip School District. Any use of the District's computer resources to transmit, download, upload, or duplicate any copyrighted materials (including, but not limited to, software, publications and graphics), or materials protected by applicable copyright laws is prohibited. Use of another organization's network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any US or state regulation is prohibited. Users shall not transmit, download, upload, duplicate or create any threatening or obscene materials, which are intended to embarrass, harass, or disrupt the educational environment of the school. Use of the system for commercial solicitation is prohibited. Users shall not purchase items via the Internet, subscribe to commercial services such as bulletin boards, or chat groups without approval from their parent or guardian and the District. Users (or parents or guardian for those under 18) shall be responsible for all charges due for such purchases. Use for product advertisement or public lobbying is also prohibited.

2. Privileges - The use of the Internet is a privilege, not a right, and inappropriate use will result in the cancellation of those privileges. Each student with access will be held responsible for usage. Therefore, under no circumstances should confidential information be shared with anyone other than classroom teachers approved to serve as access officers. Each student will also be required to attend an orientation session with a West Islip School District faculty member pertaining to the proper use of the network. The West Islip School District Superintendent or his/her designee will deem what is appropriate use and his/her decision is final. The administration, faculty and staff of West Islip School District may request its system administrator to deny, revoke or suspend specific user privileges. The user shall not attempt to gain access to the computer under any name or password other than the one issued to him or her by the District. Users shall submit all storage devices (e.g. diskettes, flash drives, etc.) to the site coordinator before they are placed in a workstation to prevent the spread of computer viruses.

3. Network Etiquette - Users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to the following:

- Be polite. Do not get abusive in your messages to others.
- Use appropriate language. Do not swear, use vulgarities or any other inappropriate language. Illegal activities are strictly forbidden.
- Users should not reveal personal address, phone numbers or social security number.
- Electronic mail (E-mail) and other materials created by the user are not private. Users have no expectation of privacy for any materials created, copied, downloaded, or accessed by the user on the workstation including hard copies of such materials. Staff who operate the system have access to all materials on the system including E-mail.
- Do not use the network in such a way that would disrupt the use of the network by other users.
- All communications and information accessible via the network must be assumed to be the private property of the author and must be properly documented.

4. Warranties - The West Islip School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The West Islip School District will not be responsible for any damages suffered. This includes loss of data resulting from delays, non-deliveries, missed deliveries, or service interruptions caused by its own negligence or a user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The West Islip School District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

5. Security - Security on any computer system is a high priority, especially when the system involves many users. If a user can identify a security problem on the Internet he/she must notify a Superintendent's designee. He/she may not demonstrate the problem to other users. Attempts to log in to the computer, network or Internet as a system administrator or under a user name other than the one given to you will result in cancellation of user privileges or disciplinary action. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Internet.

6. Vandalism - Vandalism will result in cancellation of district computer privileges or disciplinary action. Vandalism is defined as any attempt to harm or destroy data of another user, the Internet, and/or other networks that are connected to the Internet. This includes, but is not limited to, the intentional uploading or creation of computer viruses, or any illegal or improper use of the Internet or accessed equipment.

7. Responsibility for Reporting Materials - Each user of the District's computer networking resources has a responsibility to report threatening or obscene materials, expressions of racism or hate, or other materials which are intended to embarrass, harass or disrupt the education environment of the school, to the site coordinator (classroom teacher, librarian or computer lab monitor). The site coordinator has the right to delete, read, or take other appropriate action with regard to such materials reported or discovered on the user's workstation or District networking resources.

8. Responsibility with Respect to Created Materials - Each user of the District's computer networking resources has a responsibility to not knowingly transmit, duplicate, or distribute any materials, which are not in compliance with the terms and conditions of Internet use stated herein.