

INSTRUCTIONAL PROGRAM

Acceptable Use of Computers, Network, Internet and Websites

School computers, networks and other technology resources including, without limitation, computers and related technology equipment or networks, all forms of email or electronic communication, websites and all access to the internet, including all on-site or remote access thereto through school accounts, hereinafter referred to singly or collectively as “Computer Use,” and all files or information stored therein or thereon are the property of Lincoln Public Schools and shall be regulated by Lincoln Public Schools. Any Minor, Student, Adult, Staff Member or other person who engages in Computer Use as defined herein, is a “Computer User.” Computer Users have no privacy rights or expectations of privacy when using the same. Computer Use and all files or information stored therein, thereon or linked thereto may be monitored, tracked, logged, copied, reviewed and accessed at any time without prior notice. Lincoln Public Schools has complete authority to regulate all Computer Use and Computer Users. Computer Use is a privilege and not a property right. Computer Use is not a public forum. Computer Use is made available subject to all Board policy and regulations, these regulations, building guidelines, use agreements, handbook provisions and all administrative orders or directives as issued from time to time. Computer Use is limited to current Lincoln Public Schools employees and students and Lincoln Public Schools business uses only. Computer Use shall not be permitted for personal reasons or for purposes that are contrary to the mission of the building site or the Lincoln Public Schools, unless deemed incidental, intermittent or occasional. The administration in its sole and absolute discretion shall determine what personal use may be permitted as incidental, intermittent or occasional. Any Computer Use for profit is strictly prohibited. All Computer Users are hereby notified that any Computer Use as defined herein shall constitute an agreement by the Computer User to be bound by all Lincoln Public Schools policies and regulations, these regulations, building guidelines, use agreements, handbook provisions, and all administrative orders or directives as issued from time to time.

A. Definitions

1. **Computer Use** — Shall mean and include the use of school computers and networks and other technology resources including, without limitation, computers and related technology equipment or networks, all forms of Email or electronic communication, websites and the internet including onsite or remote access thereto through school accounts, as well as any use which involves visual depictions, audio, video or text, in any form.
2. **Computer User** — Shall mean and include any Minor, Student, Adult, Staff Member or other person who engages in Computer Use as defined herein.
3. **Access to the Internet** — A computer shall be considered to have access to the internet if such computer is equipped with a modem or is connected to a computer network which has access to the internet, or which accesses the internet by remote access using a school internet account.

INSTRUCTIONAL PROGRAM

Acceptable Use of Computers, Network, Internet and Websites (Continued)

4. Minor — Shall mean an individual who has not attained the age of 19.
5. Student — Shall mean an individual, regardless of age, including a Minor who is receiving educational services and is enrolled in Lincoln Public Schools.
6. Obscene — Shall have the meaning given such term in Section 1460 of Title 18, United States Code.
7. Child Pornography — Shall have the meaning given such term in Section 2256 of Title 18, United States Code.
8. Harmful to Minors — Shall mean any picture, image, graphic image file or other visual depiction that:
 - a. taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex or excretion;
 - b. depicts, describes or represents, in a patently offensive way with respect to what is suitable for minors, an actual sexual act or sexual contact, actual normal or perverted sexual acts or a lewd exhibition of the genitals; and
 - c. taken as a whole, lacks serious literary, artistic, political or scientific value as to minors.
9. Hacking — Shall mean Computer Use or using the internet to attempt to gain unauthorized access to proprietary computer systems.
10. Technology Protection Measure — Shall mean and refer to a proxy server managed by Lincoln Public Schools that blocks and/or filters internet access.
11. Authorized Adult Staff Member — Shall mean and refer to an adult staff member of Lincoln Public Schools.
12. Adult — Shall mean and refer to all Lincoln Public Schools employees or staff members and any other individual, whether an employee of Lincoln Public Schools or not, age 19 or older, except a Student as defined herein, who is a user of school computers or engages in Computer Use.

INSTRUCTIONAL PROGRAM

Acceptable Use of Computers, Network, Internet and Websites (Continued)

B. Computer Use and Access to Internet by Minors or Students

Minors or students accessing internet services or engaging in Computer Use as defined herein shall be subject to the following rules and regulations, along with any additional building guidelines, use agreements, handbook provisions and all administrative orders or directives as issued from time to time:

1. Minors or students shall not access information or material that is obscene, child pornography, harmful to minors or students or otherwise inappropriate matter for educational or school-related uses.
2. Minors or students shall not engage in Computer Use which involves hacking or attempts to otherwise compromise any proprietary computer system's security or other unlawful activities by minors or students online or otherwise.
3. Minors or students shall not use electronic mail, social media and other forms of direct electronic or computer communications without approval of an authorized adult staff member.
4. Minors or students shall not disclose, use or disseminate personal identification information or personally identifiable information of themselves or others while engaging in Computer Use or while otherwise using or on the school account, computer, network or internet. The District shall obtain verifiable parental consent before allowing third parties to collect personal information online from students.
5. Minors or students shall not engage in illegal activities on the internet.

C. Computer Use and Access to Internet by Adults

Adults accessing internet services or engaging in Computer Use as defined herein shall be subject to the following rules and regulations, along with any additional building guidelines, use agreements, handbook provisions and all administrative orders or directives as issued from time to time:

1. Adults shall not access material that is obscene, child pornography or otherwise inappropriate matter for educational or work-related uses or contrary to the School's mission.
2. Adults shall not engage in Computer Use which involves hacking or attempts to otherwise compromise any proprietary computer system's security or other unlawful activities by Adults online or otherwise.
3. Adults shall not engage in illegal activities on the internet.

INSTRUCTIONAL PROGRAM

Acceptable Use of Computers, Network, Internet and Websites (Continued)

D. Technology Protection Measure

Lincoln Public Schools shall use a technology protection measure that blocks and/or filters internet access to prevent access to internet sites that are not in accordance with policies and regulations. In addition to blocks and/or filters, Lincoln Public Schools may also use other technology protection measures or procedures as deemed appropriate.

1. The technology protection measure that blocks and/or filters internet access may be disabled only by an authorized staff member for bona fide research or educational purposes; (a) who has successfully completed District training by the Department of Instructional Technology on proper disabling circumstances and procedures, (b) with permission of the immediate supervisor of the staff member requesting said disabling, or (c) with the permission of a building administrator.
2. An authorized staff member may override the technology protection measure that blocks and/or filters internet access for a minor to access a site for bona fide research or other lawful purposes during which time the minor will be monitored directly by the authorized staff member or his/her designee.

E. Adult or Minor Websites

Lincoln Public Schools has complete authority to regulate school property websites along with all content and posted link therein. This includes authority to shut down or remove any such website or posted link therein. All school property websites are bound by and must comply with all Lincoln Public Schools policies and regulations, these regulations, building guidelines, use agreements, handbook provisions and all administrative orders or directives as issued from time to time.

F. Violations of Rules

Any violation of Lincoln Public Schools policies and regulations, these regulations, building guidelines, use agreements, handbook provisions or administrative orders or directives as issued from time to time on Computer Use by any Computer User as defined herein, including access to the internet may result in removal of privileges, reporting to law enforcement agencies and additional disciplinary action, including possible expulsion for minors or students or termination of employment for staff members or employees.

INSTRUCTIONAL PROGRAM

Acceptable Use of Computers, Network, Internet and Websites (Continued)

G. Objections

Objections to technology protection measures or related matters shall be handled under Regulation 6440.4 using the same procedures as are used for objections to the use of curriculum materials.

H. Severability

If any portion of this regulation or any section, sentence or word is held invalid for any reason, the remainder shall not be affected thereby.

Last Revision:	2019-02-12
Original Regulation or Oldest Version:	2010-01-26
Related Policies and Regulations:	
Legal Reference:	