



Mineral Wells Independent School District Student Acceptable Use Policy

Student Acceptable Use Policy

Mineral Wells Independent School District (MWISD) makes a variety of communications and information technologies available to students through computers, networks, Internet, e-mail, enterprise systems, and other means. When properly used, these technologies promote educational excellence by facilitating resource sharing, innovation, and communication within the district. Illegal, unethical or inappropriate use of these technologies can have dramatic consequences that harm the district, its students, and its employees.

MWISD takes the cyber safety and security of our students seriously and does our best to make their technology use age appropriate, safe, and secure. In accordance with the Children's Internet Protection Act (CIPA), MWISD educates students regarding appropriate online behavior including interacting with other individuals on various social networking websites and cyberbullying awareness. To promote cyber safety and security, including the use of e-mail and Web 2.0 resources, MWISD utilizes content filtering technology and protection measures to restrict access to inappropriate content such as those that are illegal, harmful, or contain potentially offensive information. While every effort is made to provide the most secure and optimal learning environment by monitoring online activities, it is not possible to absolutely prevent access (accidental or otherwise) to inappropriate content. It is possible that you may come across areas of inappropriate content and some material you, or your parent(s)/guardian(s), might find objectionable. If you encounter a web site that you believe should be blocked, please notify a teacher or school administrator so they can inform the Technology Department.

The district firmly believes that the valuable information and interaction available through the appropriate use of technology far outweighs the possibility that users may procure material that is not consistent with the district's educational goals. Technology, the Internet, and Web 2.0 tools are essential in a 21st Century school system to prepare students for their future.

Access to the network or other technology resources or systems is a privilege—not a right—and it may be revoked by the district at any time.

It is each student's responsibility to read district policies, regulations, and agreement forms; ask questions if you need help in understanding and following the guidelines for appropriate and acceptable use.

Mandatory Review

All district students shall be required to acknowledge receipt and understanding in writing of this Acceptable Use Policy (AUP) each school year.

Scope of this Agreement

This AUP applies to any technology system provided or managed by the district including, but not limited to: computers, networks, Internet, phones, servers, files, data, enterprise systems, software, mobile technologies, and cloud-based storage and resources.



Mineral Wells Independent School District

Student Acceptable Use Policy

Subject to Monitoring

All MWISD technology system access and usage shall not be considered confidential and is subject to monitoring by designated staff at any time to ensure appropriate use. System users should not use the MWISD technology systems to send, receive, or store any information (e.g. e-mail, documents, etc.) that they consider personal or confidential and wish to keep private. Users should treat MWISD technology systems like a shared or common file system with the expectation that electronic files sent, received, or stored anywhere in the MWISD technology system will be available for review by any authorized representative of the district for any purpose. The district reserves the right to monitor, access, review, copy, modify, delete, or disclose such files for any purpose.

Inappropriate Use

Inappropriate use includes, but is not limited to, uses that violate the law, that are specifically named as violations in this document, that violate the rules of network etiquette, or that hamper the integrity or security of any components that are connected to the district's technology systems. Electronically posting messages or accessing materials that are abusive, obscene, sexually oriented, threatening, harassing, illegal, cyberbullying, or damaging to another's reputation is prohibited.

The following actions are also considered inappropriate uses and are prohibited:

- Violations of law including improper use of copyrighted materials, plagiarism, or other protected materials.
- Cheating, altering records, or otherwise accessing information or systems that the student has not been given access to.
- Students may use AI only when permitted by the teacher; the use of district information or personally identifiable information of students or staff in an AI tool is prohibited.
- Tampering with or theft of components from district systems may be regarded as criminal activity under applicable state and federal laws.
- Modifying or changing computer settings and/or internal or external configurations without appropriate permission.
- Produce, distribute, send, or deliver mass publications or documents using school-provided accounts without consent from campus administration.
- Use of the system for any type of income-generating activity or advertising the sale of products, whether commercial or personal.
- Use of the system for promoting activities or events for individuals or organizations not directly affiliated with or sanctioned by the district.
- Vandalism, abuse of school owned equipment, deliberate attempts to degrade or disrupt equipment or systems.
- Attempts to circumvent district security measures or to compromise security.
- Sharing usernames and passwords with others and/or borrowing someone else's username, password, or account access.
- Purposefully opening, viewing, using, or deleting files or other electronic resources belonging to another system user without permission.
- Wireless hotspots, including those created on a cell phone, are prohibited on MWISD property unless they are specifically issued by the district.



Mineral Wells Independent School District Student Acceptable Use Policy

- Other actions commonly viewed as inappropriate technology use or illegal.

Cyberbullying

Cyberbullying is strictly prohibited and will be subject to strong disciplinary action in accordance with the student handbook. Cyberbullying is defined as the use of any Internet-connected device for the purpose of bullying, harassing, or intimidating another student.

This includes, but may not be limited to:

- Sending abusive text messages to cell phones, computers, or Internet-connected game consoles.
- Posting abusive comments on someone's blog or social networking site (e.g., Twitter, Facebook, etc.) or while playing interactive games.
- Creating a social networking site or web page that masquerades as the victim's personal site and using it to embarrass him or her.
- Making it appear that the victim is posting malicious comments about friends to isolate him or her from friends.
- Posting the victim's personally identifiable information on a site to put them at greater risk of contact by predators.
- Recording and distributing media with the intent to manipulate or embarrass others.

Improper Care of District Equipment

Students will treat district owned computers and other equipment with respect, including taking reasonable precautions or care to prevent damage. Any abuse, negligence, or intentional damage of district technology equipment will be handled as a disciplinary situation in accordance with the student handbook. Students will also be held financially responsible for repairs or replacement due to physical abuse, negligence, or intentional damage to technology equipment.

Reporting Security Problems

A user should immediately notify the district's Technology Department if knowledge of inappropriate material or a security problem on the district's technology system is identified; the security problem should not be shared with others.

Federal, State, and Local Law

The Children's Online Privacy Protection Act (COPPA) is a federal law that regulates the online collection of personal information from children under the age of 13. The law generally requires website operators to provide parental notification and obtain parental consent before collecting personal information from these students. However, COPPA also authorizes school districts to provide this consent when the collection of information is for the use and benefit of the school and for no other commercial purpose. Parents can obtain more information regarding COPPA via the Federal Trade Commission website at www.ftc.gov.

MWISD recommends and/or manages certain web-based applications that have been vetted for appropriateness, compliance with federal privacy laws (FERPA), and educational value to enhance the learning experience of students. In compliance with COPPA, MWISD manages student accounts and



Mineral Wells Independent School District Student Acceptable Use Policy

logons for these resources. Managing these accounts may require the disclosure of certain basic information about students such as name and school name. These may include tools such as ClassLink, Google Workspace, Canvas, Imagine Learning, iStation, or others.

The Securing Children Online through Parental Empowerment (SCOPE) Act is a Texas state law that may require digital service providers, such as website operators, to seek direct consent from a verified guardian for children under the age of 18. The technology department provides a program that promotes parents as cybersecurity partners in their child's education in an online environment.

Student E-mail Accounts

Students will be provided with an e-mail account as part of the Google Workspace access based on their grade level as follows:

- Pre-K – 1st grade: No e-mail accounts.
- 2nd- 8th grade: district e-mail account restricted to be able to send and receive only with internal MWISD e-mail accounts (limited to students on the same campus and all staff members).
- 9th – 12th grade: district e-mail account (cannot email MWISD underclassman).

All district managed e-mail accounts are protected by spam filtering, virus and malware filtering, and bad word protection.

Bring Your Own Device (BYOD)

As new technologies continue to change the world in which we live, they also provide many new and positive educational benefits for classroom instruction. To encourage this growth, students at MWISD may bring their own technology in accordance with individual campus policy. Students may use these devices in the classroom only when the teacher deems them appropriate for educational purposes. Devices include, but are not limited to, the following: notebooks, smart phones, tablets, and eReaders. All devices should be clearly labeled with the student's full name. Students are responsible for personal property brought to school and should keep personal items with them or in a locked space. Devices should be charged prior to bringing them to school. In the event the technology is used inappropriately, normal disciplinary consequences may occur. All BYOD (personal devices) **are required** to use the MWISD guest wireless network to ensure that Internet access is filtered while at school.

Disclaimer

The district's technology systems are provided on an "as is, as available" basis. The district does not make any warranties, whether express or implied, including, without limitation, those of merchantability and fitness for a particular purpose with respect to any services provided by the system and any information or software contained therein. The district does not warrant that the functions or services performed by, or that the information or software contained on the system will meet the system user's requirements, or that the system will be uninterrupted or error free, or that defects will be corrected.

MWISD shall not be liable for a student's inappropriate use of the district's technology system, violations of copyright restrictions or other laws, a student's mistakes or negligence, and for any costs incurred by a student through the use of the district's technology system.



Mineral Wells Independent School District Student Acceptable Use Policy

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.

The district will cooperate fully with local, state, or federal officials in any investigation concerning or relating to misuse of the district's technology system.

Elastic Clause

The school and administration reserve the right to establish fair and reasonable rules and regulations for circumstances that may arise requiring actions that are not covered under these guidelines. In all cases, rules, regulations, and possible consequences shall be as consistent as possible with previously established rules, regulations, and consequences for similar incidents.

Matters omitted from these guidelines should not be interpreted as a limitation to the scope of the district's responsibility or authority in dealing with any type of infraction that may not be in the best interest of the safety and security of the students or staff.

Consequences for Violations

If a violation of the AUP occurs, students will be subject to one or more of the following actions:

1. Revocation of access,
2. Disciplinary action in accordance with the student handbook,
3. Financial responsibility for damages,
4. Appropriate legal action.