

**Franklin Public Schools
Franklin, Massachusetts 02038**

Action Required

Subject: Policy – 2nd Read

Date: May 25, 2021

Dept: School Committee

Reason: Required Vote

Enclosure: yes

Recommendation:

Policy – 2nd Reading / Adoption

I recommend adoption of the following policies as discussed:

1. IJNDB - Acceptable Use Policy
2. IJNDB-E1 - Acceptable Use Student Agreement Grades 6-12
3. IJNDB-E2 - Acceptable Use Student Agreement Grades K-5

Action Requested of the School Committee:

Majority vote of the School Committee is required.

<u>Vote Tabulator</u>	
A Bergen:	Y / N T Keenan: Y / N
J D'Angelo:	Y / N M J Scofield: Y / N
J Pond-Pfeffer:	Y / N D Spencer: Y / N
E Stokes:	Y / N Action: _____

GBAB IJNDB - Acceptable Use for Students Policy

The Franklin Public Schools shall provide students and faculty/staff with access to the technology system/network, including access to external networks, for limited educational purposes. The technology system/network will also be used to provide information to the community, including parents/guardians, governmental agencies, and businesses.

The Superintendent or his/her their designee shall implement, monitor, and evaluate the district's technology system/network for instructional purposes.

- All users shall be required to acknowledge receipt and understanding of all administrative regulations and procedures governing use of technology and shall agree in writing to comply with such regulations and procedures.
- When utilizing school sanctioned modes of communication, students, staff, teachers and coaches are responsible for following all applicable laws, regulations, district policies, school rules and codes of conduct.
- As part of its bullying awareness curriculum, the school district educates all students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber-bullying awareness and response.

Noncompliance with applicable regulations and procedures may result in suspension or termination of access and/or other disciplinary actions consistent with policies of the Franklin Public Schools. The district reserves the right to investigate any and all communications made utilizing the system/network including but not limited to, email, documents and social media posts. Violation of law may result in criminal prosecution as well as disciplinary action by the Franklin Public Schools.

The Superintendent or his/her their designee shall develop and implement administrative regulations, procedures, and user agreements, consistent with the purposes and mission of the Franklin Public Schools as well as with law and policy governing copyright.

The Franklin Public Schools shall not be liable for users' inappropriate use of electronic resources or violations of copyright restrictions, users' mistakes or negligence, or costs incurred by users. The Franklin Public Schools shall not be responsible for ensuring the accuracy or usability of any information found on external networks.

Reviewed; revised – Adopted 9/22/09

Reviewed; revised 8/7/12

REF: INJDD Social Media Policy

To School Committee for 2nd Read/Adoption May 25,2021

~~GBAB~~ IJNDB-E1 - Acceptable use Student Agreement Grades 6-12

In order for a student to use the Franklin Public Schools technology, parents/guardians must be aware that its use is for educational purposes only; students must read these guidelines.

School sanctioned information technology resources are provided for educational purposes. Adherence to the rules is necessary for continued access to the school's technology resources. As part of its bullying curriculum, the school district educates all students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber-bullying awareness and response.

Rules for Technology Use:

- I will respect and protect the privacy of others
- I will use only my assigned accounts
- I will not view, use or copy passwords, data or networks that are not authorized
- I will not distribute private information about myself or others
- I will respect the integrity, availability and security of all electronic resources
- I will not record video or capture screenshots without the appropriate permissions from my teacher or administrator.
- I will not use any device, software, or website without the appropriate permissions from my teacher or administrator.
- I will observe all security practices
- I will report security risks or violations to my teacher or administrator
- I will not destroy or damage data, network or other resources
- I will respect and protect the intellectual property of others
- I will not infringe on copyrights
- I will not plagiarize
- I will follow all school rules and the code of conduct in school handbooks
- I will not harass or cyberbully other students
- I will not access, transmit, copy or create material that violates the school's code of conduct (such as messages that are pornographic, harassing, threatening, or discriminatory)
- I will not use resources to initiate or further acts that are criminal or violate the school's code of conduct
- I will not send spam, chain letters or other unsolicited mailings
- I will not buy, sell, advertise or conduct business unless approved as a school project

Reviewed; revised; adopted 9/22/09

Reviewed; revised 8/7/12

To School Committee for 2nd Read/Adoption May 25, 2021

~~GBAB~~ IJNDB-E2 - Acceptable Use Student Agreement Grades K - 5

In order for a student to use the Franklin Public Schools technology, parents/guardians must be aware that its use is for educational purposes only; ~~he/she~~ students must read these guidelines or have them read and explained by a parent/guardian.

All technology use at the elementary level is under the supervision of a teacher or responsible adult. As part of its bullying curriculum, the school district educates all students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber-bullying awareness and response. Unless the statement below is signed and returned, it is assumed that the student does not have permission to use technology in school.

Rules for Technology Use:

- I will use only my assigned accounts
- I will use the computer as instructed by my teachers.
- I may use the Internet ~~and World Wide Web~~ only when a teacher or other adult is present and I have permission to do so.
- I will not download any files or software without the permission of a teacher or other adult.
- I will not record video or capture screenshots without the appropriate permission from my teacher or administrator.
- I will not use any device, software, or website without the appropriate permissions from my teacher or administrator.
- I will never give out personal information about others or myself over the Internet.
- I will not use my name, ~~only my first initial~~, if I am doing project work over the Internet.
- I will inform my teacher immediately if I find materials or sites that make me uncomfortable.
- I will be polite and only use language that is acceptable in my school.
- I will not harass or bully other students through the use of the computer.
- I understand that I may be subject to school-based discipline if I do not follow the rules.
- I understand that my parent/guardian will be notified if I do not follow rules.

Reviewed; Revised; Adopted: 9/22/10

Reviewed; revised 8/7/12

To School Committee for 2nd Read/Adoption May 25, 2021