

1 As part of its goal to offer the best possible education for students, the Transylvania County
2 Board of Education (the “Board”) seeks to provide a wide range of resources to help students
3 obtain information, become thinkers and problem solvers, and develop the skills required by an
4 evolving business and educational community. ~~This includes training in the utilization of~~
5 ~~computer hardware, software, and telecommunications resources.~~

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7 ~~Transylvania County Schools offers electronic network access for students and employees of the~~
8 ~~school system. One component of this network is the Internet.~~

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10 ~~The purpose of the electronic network is to support the instructional program, including:~~

- 11 ~~▪ The North Carolina Standard Course of Study~~
- 12 ~~▪ Learning opportunities, information retrieval, searching strategies, research skills, and~~
13 ~~critical thinking~~
- 14 ~~▪ Life long learning~~

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17 ~~Through the Internet, students and employees are able to access current information and news, as~~
18 ~~well as resources from businesses, libraries, educational institutions, government agencies,~~
19 ~~research institutions and associations, and a variety of other sources. In addition, they may~~
20 ~~communicate with individuals and groups around the world by having electronic pen pals,~~
21 ~~participating in projects with other schools, and joining educational news groups.~~

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23 ~~All users (to include employees of Transylvania County Schools, student users, and parents of~~
24 ~~student users if the user is under 18 years old) must be aware of and understand that~~
25 ~~Transylvania County Schools cannot control all contents of the information available. Some~~
26 ~~information may be controversial and/or offensive. The system does not condone the use of such~~
27 ~~materials and takes all reasonable precautions to limit access to these materials. The system~~
28 ~~employs a filtering program to limit access to inappropriate material, provides adult supervision,~~
29 ~~and trains students in the responsible use of information services. Within reason, freedom of~~
30 ~~speech and access to information will be honored. School employees, students, and parents must~~
31 ~~be aware that access to the Internet will be withdrawn from users who do not respect the rights of~~
32 ~~others, or who do not follow the Internet Rules and Regulations established by Transylvania~~
33 ~~County Schools and by their school.~~

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35 ~~Prior to the use of electronic resources, each user in Transylvania County Schools (to include~~
36 ~~both students and employees) shall complete an Internet Use Agreement that indicates user~~
37 ~~agreement and/or parent/guardian permission when required. Copies of the Rules and~~
38 ~~Regulations of the use of the Internet will be available on the district Web site and through the~~
39 ~~online School Board Policy manual, and will also be posted in all media centers and computer~~
40 ~~labs throughout the school district.~~

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42 **Technological resources, including computers, other electronic devices, programs, networks and**
43 **the Internet, provide opportunities to enhance instruction, appeal to different learning styles, and**

44 meet the educational goals of the Board. Through the school system's technological resources,
45 users can observe events as they occur around the world, interact with others on a variety of
46 subjects, and acquire access to current and in-depth information.
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48 Use of technological resources should be integrated into the educational program. Technological
49 resources should be used in teaching the North Carolina Standard Course of Study and in
50 meeting the educational goals of the Board. School leaders should provide suggestions for using
51 technological resources in the curriculum, and teachers are encouraged to further incorporate the
52 use of technological resources into their lesson plans.
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54 The Superintendent shall ensure that school system computers with Internet access comply with
55 federal requirements regarding filtering software, Internet monitoring, and Internet safety
56 policies. The Superintendent shall develop any regulations and submit any certifications
57 necessary to meet such requirements.
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59 **A. REQUIREMENTS FOR USE OF TECHNOLOGICAL RESOURCES**
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61 The use of school system technological resources, such as computers and other electronic
62 devices, networks, and the Internet, is a privilege, not a right. Before using the Internet,
63 all students must be trained about appropriate on-line behavior. Such training must cover
64 topics such as Internet safety, cyber-bullying, and interacting with others on social
65 networking websites and in chat rooms. Parents who wish to restrict or disallow their
66 child's access to school system technological resources may do so by submitting an opt-
67 out form to their child's principal. Opt-out forms are available in electronic format on the
68 school district's official website at <http://www.tcsnc.org> and are available in hard copy
69 format in each school's main office and at the Morris Education Center, located at 225
70 Rosenwald Lane in Brevard, NC.
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72 Anyone who uses school system computers or electronic devices or who accesses the
73 school network or the Internet at an educational site must comply with the requirements
74 set forth below. All students and employees must annually receive a copy of this policy
75 or instructions for obtaining an electronic copy of this policy online. By using school
76 system technological resources, students and employees indicate that that they understand
77 and will strictly comply with these requirements. Failure to adhere to these requirements
78 will result in disciplinary action, including revocation of user privileges. Willful misuses
79 may result in disciplinary action and/or criminal prosecution under applicable state and
80 federal law.
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- 82 1. School system technological resources are provided for school-related purposes
83 only. Acceptable uses of such technological resources are limited to activities
84 that support learning and teaching. Use of school system technological resources
85 for other purposes, including commercial gain or profit, is prohibited.
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- 87 2. Under no circumstance may software purchased by the school system be copied
88 for personal use.
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- 90 3. Students and employees must comply with all applicable Board policies,
91 administrative regulations, and school standards and rules in using technological
92 resources. All applicable laws, including those relating to copyrights and
93 trademarks, confidential information, and public records, apply to technological
94 resource use. Any use that violates state or federal law is strictly prohibited.
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- 96 4. No user of technological resources, including a person sending or receiving
97 electronic communications, may engage in creating, intentionally accessing,
98 downloading, storing, printing, or transmitting images, graphics (including still or
99 moving pictures), sound files, text files, documents, messages, or other material
100 that is obscene, defamatory, profane, pornographic, harassing, or considered to be
101 harmful to minors.
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- 103 5. Users of technological resources may not send electronic communications
104 fraudulently (i.e., by misrepresenting the identity of the sender).
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- 106 6. Use of the school district’s “All Users” e-mail distribution list is limited to the
107 Superintendent or designee. Users who wish to disseminate mass e-mail
108 messages to employees of the school district should coordinate those
109 arrangements with the Superintendent or designee.
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- 111 7. Users must respect the privacy of others. When using e-mail, chat rooms, blogs,
112 or other forms of electronic communication, students must not reveal personally
113 identifiable, private, or confidential information, such as the home address or
114 telephone number, of themselves or fellow students. In addition, school
115 employees must not disclose on the Internet or on school system websites or web
116 pages any personally identifiable information concerning students (including
117 names, addresses, and telephone numbers) without the written permission of a
118 parent or guardian or an eligible student, except as otherwise permitted by the
119 Family Educational Rights and Privacy Act (FERPA) or policy JO,
120 “Confidentiality and Access to Student Records.” Users also may not forward or
121 post personal communications without the author’s prior consent.
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- 123 8. Users may not intentionally or negligently damage computers, computer systems,
124 electronic devices, software, or computer networks. Users may not knowingly or
125 negligently transmit computer viruses or self-replicating messages or deliberately
126 try to degrade or disrupt system performance. Users must scan any downloaded
127 files for viruses.
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- 129 9. Users may not create or introduce games, network communications programs, or

- 130 any foreign program or software onto any school system computer, electronic
131 device, or network without the express permission of the Superintendent or
132 designee.
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- 134 10. Users are prohibited from engaging in unauthorized or unlawful activities, such as
135 “hacking” or using the computer network to gain or attempt to gain unauthorized
136 or unlawful access to other computers, computer systems, or accounts.
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- 138 11. Users are prohibited from using another individual’s user account. Users may not
139 read, alter, change, execute, or delete files belonging to another user without the
140 owner’s express prior permission.
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- 142 12. If a user identifies a security problem on a technological resource, he or she must
143 immediately notify a system administrator. Users must not demonstrate the
144 problem to other users. Any user identified as a security risk will be denied
145 access.
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- 147 13. Teachers shall make reasonable efforts to supervise a student’s use of the Internet
148 during instructional time.
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- 150 14. Views may be expressed as representing the view of the school system or part of
151 the school system only with prior approval by the Superintendent or designee.
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153 **B. RESTRICTED MATERIAL ON THE INTERNET**
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155 Before a student may use the Internet for any purpose, the student’s parent must be made
156 aware of the possibility that the student could obtain access to inappropriate material.
157 The student user is responsible for appropriate use of the Internet and consenting to
158 monitoring by school system personnel of the student’s e-mail communication and use of
159 the Internet.
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161 The Board is aware that there is information on the Internet that is not related to the
162 educational program. The Board also is aware that the Internet may provide information
163 and opportunities to communicate on subjects that are not suitable for school-age children
164 and that many parents would find objectionable. School system personnel shall take
165 reasonable precautions to prevent students from having access to inappropriate materials,
166 such as violence, nudity, obscenity, or graphic language that does not serve a legitimate
167 pedagogical purpose. The Superintendent shall ensure that the Internet service provider
168 or the school district’s technology personnel have installed a technology protection
169 measure that blocks or filters Internet access to audio or visual depictions that are
170 obscene, that are considered pornography, or that are harmful to minors. School officials
171 may disable such filters for an adult who uses a school-owned computer for bona fide
172 research or another lawful educational purpose. School system personnel may not restrict

173 Internet access to ideas, perspectives, or viewpoints if the restriction is motivated solely
174 by disapproval of the ideas involved.

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176 **C. PRIVACY**

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178 No right of privacy exists in the use of technological resources. School system
179 administrators or individuals designated by the Superintendent may review files, monitor
180 all communication, and intercept e-mail messages to maintain system integrity and to
181 ensure compliance with Board policy and applicable laws and regulations. School
182 system personnel shall monitor on-line activities of individuals who access the Internet
183 via a school-owned computer.

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185 **D. PERSONAL WEBSITES**

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187 The Superintendent may use any means available to request the removal of personal
188 websites that substantially disrupt the school environment or that utilize school system or
189 individual school names, logos, or trademarks without permission.

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191 **1. Students**

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193 Though school personnel generally do not monitor students' Internet activity
194 conducted on non-school system computers during non-school hours, when the
195 student's on-line behavior has a direct and immediate effect on school safety or
196 maintaining order and discipline in the schools, the student may be disciplined in
197 accordance with the *Code of Student Conduct* and applicable Board policies.

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199 **2. Employees**

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201 All employees must use the school system network when communicating with
202 students about any school-related matters. Thus, employees may not use personal
203 websites or on-line networking profiles to post information in an attempt to
204 communicate with students about school-related matters.

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206 Employees are to maintain an appropriate, professional relationship with students
207 at all times. Employees are encouraged to block students from viewing personal
208 information on employee personal websites or on-line networking profiles in
209 order to prevent the possibility that students could view materials that are not age-
210 appropriate. If an employee creates and/or posts inappropriate content on a
211 website or profile and it has a negative impact on the employee's ability to
212 perform his or her job as it relates to working with students, the employee will be
213 subject to disciplinary action up to and including dismissal. This subsection
214 applies to all employees, volunteers, and student teachers working in the school
215 system.

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E. DISCLAIMER

Neither the Board nor its agents or employees will be responsible for any damages suffered, including loss of data resulting from delays, non-deliveries, service interruptions, or inaccurate information. The user accepts personal responsibility for any information obtained or sent via the school district’s technological resources, including the sharing of personal information, which includes but is not limited to home address, bank account, and credit card information.

Legal References: U.S. Const. Amend. I; Children’s Internet Protection Act, 47 U.S.C. 254(h)(5); Electronic Communications Privacy Act, 18 U.S.C. 2510-2522; Family Educational Rights and Privacy Act, 20 U.S.C. 1232g; 17 U.S.C. 101 *et seq.*; 20 U.S.C. 6777; N. C. Gen. Stat. § 115C-325(e), -391

Cross References: *Code of Student Conduct*; Policy JO, “Confidentiality and Access to Student Records”

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