

**CODE OF ACCEPTABLE BEHAVIOR
AND DISCIPLINE
2018-2019 SCHOOL YEAR**

ROWAN COUNTY SCHOOLS

**John Maxey, Superintendent
415 West Sun Street
Morehead, Kentucky 40351**

“Together We Can”

**Education is a joint effort of
family, school, and community.**

Rowan County School District Mission Statement

The Mission of the Rowan County School District is to provide individuals with sufficient knowledge and skills to allow for lifelong learning, to have respect for themselves and others, and to become productive citizens in an atmosphere that encourages creativity, physical, and emotional well-being through joint effort of the family, school, and community.

District Wide Policies

Section II:

Acceptable Use Policy, Procedures and Guidelines

1. Introduction:

Rowan County Schools provide a variety of electronic resources to students and staff to enhance teaching and learning. Technology can be a tremendous instructional tool to open doors of communication, expand research capabilities, and provide valuable experience to users. However, since technological resources in our system are limited, Rowan County Schools reserve the right to limit or restrict access to its electronic resources. Access to technology is a privilege, not a right, and will be provided only to responsible users. This document outlines acceptable use of these resources and is meant to augment existing policies of school conduct and/or behavior.

2. Privileges and Responsibilities:

Individual users (faculty, staff, students, or others) are responsible for appropriate behavior while using electronic resources. Users must sign statements indicating they understand and agree to acceptable use that complies with district standards and policies. Users are expected to act responsibly while using information resources at school and will be reasonably supervised. Outside of school, families bear the same responsibility for guidance with electronic resources that they exercise with other sources of information such as books, TV, movies, etc. Some privileges and responsibilities are outlined below. They are intended as examples of acceptable use and do not exclude other privileges and responsibilities.

Privileges:

A. *To access a variety of electronic hardware.*

Users have access to a variety of computer hardware and other educational technology resources, such as laserdisc equipment, audio/video hardware, CD-ROM, etc. Such resources are valuable instructional tools and can provide learning opportunities otherwise unavailable.

B. *To use instructional software and applications.*

Users may access specific subject area software for math, science, English, etc. and applications such as word processing, spreadsheets, and database. Users benefit from hands-on experience with materials which make work and learning easier and faster.

C. *To access electronic communications resources.*

Users may access both local and off-campus networks. Examples include, but are not limited to, Internet access, electronic mail (e-mail), local and wide area network resources, and telephones.

D. *Rowan County School e-mail.*

The Rowan County e-mail solution is provided to your child by the district as part of the Live@Edu service from Microsoft. By signing this form, you hereby accept and agree that your child's rights to use the Outlook Live e-mail service, and other Live@Edu services as the Kentucky Department of Education may provide over time, are subject to the terms and conditions set forth in district policy/procedure as provided and that the data stored in such Live@Edu services, including the Outlook Live e-mail service, are managed by the district pursuant to policy 08.2323 and accompanying procedures. You also understand that the Windows Live ID provided to your child also can be used to access other electronic services that provide features such as online storage and instant messaging. Use of those Microsoft services is subject to Microsoft's standard consumer terms of use (the Windows Live Service Agreement), and data stored in those systems are managed pursuant to the Windows Live Service Agreement and the Microsoft Online Privacy Statement. Before your child can use Microsoft services, he/she must accept the Windows Live Service Agreement and, in certain cases, obtain your consent.

Responsibilities:

A. *To use equipment properly.*

Electronic equipment has a limited useful lifetime. Users are expected to use equipment in a manner which prolongs this lifetime, not shorten it. Violations include deliberately damaging or vandalizing equipment, uploading or creating computer viruses, and deliberately harming or destroying data.

B. *To obey software agreements, copyright laws, and use network resources properly.*

Users are expected to comply with licensing agreements set forth by manufacturers and vendors. Software programs are to be used for educational and/or school purposes. Violations include illegally copying or loading software, using someone else's accounts or passwords, and using network resources for purposes other than education that is consistent with Rowan County School's curriculum standards.

C. *To use expanded communications resources properly and to avoid objectionable material.*

Acceptable behavior is expected while using telecommunications resources just as it is expected in other school environments. Users should take specific care to avoid objectionable material when using such resources. Our district assumes that the best approach is to educate users on appropriate use, provide appropriate supervision and guidance, use state-provided proxy software for filtering, blocking, and monitoring, and enforce the rules when they are broken. Violations include sending offensive messages via electronic means, deliberately accessing material that would be considered inappropriate in a school setting, accessing and/or setting up inappropriate blogs, online journals, and personal web pages (e.g. Myspace.com, Facebook.com, etc.) and intentionally wasting system resources.

Any user who behaves in an irresponsible manner may lose access privileges and be subject to additional disciplinary or legal actions according to existing school policies. Rowan County Schools will not unreasonably monitor or restrict access to electronic resources and will not be responsible for material acquired from off-campus sources.