Network Access Agreement

The Northwest Suburban Special Education Organization (NSSEO) has the ability to enhance students’ education through the use of technology resources. Network access is available to students and staff members at NSSEO. We believe this offers vast, diverse and unique resources to both students and staff. Our goal in providing this service to staff and students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication.

With this opportunity comes responsibility. Proper use of technology resources is a joint responsibility of students, parents, and employees of NSSEO. It is a general policy that all technology resources are to be used in a responsible, efficient, ethical, and legal manner. Failure to adhere to the policy and guidelines may result in the revocation of the user’s access privilege or other disciplinary action. Access to technology resources is a privilege to which all faculty, staff, and students are entitled. Certain responsibilities accompany that privilege. Understanding these responsibilities is important for the users. It should be noted that NSSEO complies with CIPA (Children’s Internet Protection Act) requirements, which includes enforcing an Internet Safety Policy and that includes a Technology Protection Measure, including monitoring the online activities of minors.

- NSSEO blocks and filters internet access to pictures that are: (a) obscene, (b) pornography, or (c) harmful to minors.
- Online activities of minors are monitored by staff members.
- Access by minors to inappropriate matter in the internet is monitored through the use of filters/blocking software and supervision of students by staff members.
- The safety and security of minors when using electronic mail, chat rooms, and other forms of electronic communications is provided through the use of filters/blocking software and staff supervision.
- Unauthorized access, including so-called “hacking,” and other unlawful activities by minors online are prohibited.
- Unauthorized disclosure, use, and dissemination of personal information regarding minors are prohibited.
- Access to harmful materials on the internet is restricted through use of filtering/blocking software and through supervision of students by staff members.

Use of Local Area Network, Wide Area Network and Internet

Definitions

The Northwest Suburban Special Education Organization (NSSEO) provides access to educational and informational resources for users through technology tools connected to local area networks and the internet. Internet service is provided through a third party service provider. For the purpose of this document, the LAN/Internet system is referred to as the “Network”. The term “User” applies to anyone accessing the Network for any purpose.

User Responsibility

The following guidelines have been established to help ensure responsible and productive Network usage.

1. All use of the Network must be in support of educational and research consistent with the mission of NSSEO.
2. All users of the Network shall maintain confidentiality of student records.
3. Accessing, submitting, posting, publishing, or displaying any abusive, profane, discriminatory, offensive, obscene, harassing, threatening, intimidating, or disruptive
messages or images to any user or other person is prohibited. Examples of unacceptable content may include, but are not limited to, sexual comments or images, racial slurs, gender-specific comments, or any other comments or images that could reasonably offend someone on the basis of race, age, sex, religion or political beliefs, national origin, disability, sexual orientation, or any other characteristic protected by law.

4. Any use of a Network for commercial or for-profit purposes is prohibited.
5. Extensive use of the Network for personal and private business is prohibited.
6. Any use of the Network for product advertisement, political lobbying, religious activities, gambling, chain letters, or pyramid schemes is prohibited.
7. Users shall not intentionally seek information on, obtain copies of, or modify files, other data or passwords belonging to other users, or misrepresent other users on a network.
8. All communication and information accessible on the Network should be assumed to be public information that would be accessible via the Freedom of Information Act.
9. No use of a network shall serve to disrupt the use of the Network by others; hardware or software shall not be destroyed, modified, or abused in any way.
10. Hate mail, harassment, discriminatory remarks, and other antisocial behaviors are prohibited on the Network.
11. The illegal installation, duplication, or distribution of copyrighted software on a school district computer or the illegal transfer of software over a network is prohibited
12. Use of the Network to access or process pornographic material, inappropriate text files, or files dangerous to the integrity of the Network is prohibited.
13. Transmission of any material in violation of any U.S. or state regulation is prohibited (e.g. copyrighted material, threatening or obscene material, or material protected by trade secrets).
14. NSSEO monitors all network activities
15. Using the Network while access privileges are suspended or revoked is prohibited.

Disclaimer

NSSEO is providing a conduit to information and is not responsible for the information that is retrieved from outside sources. This includes the loss of data resulting from delays, non-deliveries, miss-deliveries, or service interruptions caused by the User’s negligence, errors, or omissions. Use of information obtained via the Internet is at your own risk. NSSEO denies any responsibility from the accuracy or quality of information obtained, or for any unauthorized financial obligations resulting from the use of school resources and accounts to access the Internet.

This authorization does not attempt to state all required or prescribed behavior by users. The failure to follow the terms of the Network Access Agreement will result in the loss of privileges, disciplinary action and/or appropriate legal action. The signature(s) at the end of this document is legally binding and indicates the party that signed has read the terms and conditions carefully and understands their significance.

Employee Name: ___________________________ Date: ___________________________

Employee Signature: ___________________________