

<p><b>TUCSON UNIFIED</b> SCHOOL DISTRICT</p> <p><b>GOVERNING BOARD EXHIBIT</b></p>	<p><b>EXHIBIT TITLE: USE OF TECHNOLOGY RESOURCES IN INSTRUCTION</b></p> <p><b>ELECTRONIC INFORMATION SERVICES USER AGREEMENT</b></p>
	<p><b>EXHIBIT CODE: IJNDB-E</b></p>

**NOTE THAT THIS AGREEMENT APPLIES TO BOTH STUDENTS AND EMPLOYEES**

**DISCUSSION OF USER AGREEMENT REQUIRED**

Details of the user agreement shall be discussed with each potential user of the electronic information services (EIS). When the signed agreement is returned to the school, the user may be permitted use of EIS resources.

**TERMS AND CONDITIONS: Acceptable Use for Students and Employees**

**Each user must:**

- A. Use the EIS to support personal educational objectives consistent with the educational goals and objectives of the School District.
- B. Agree not to submit, publish, display, or retrieve any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal material.
- C. Abide by all copyright and trademark laws and regulations.
- D. Not reveal home addresses, personal phone numbers or personally identifiable data unless authorized to do so by designated school authorities.
- E. Understand that electronic mail or direct electronic communication is not private and may be read and monitored by school employed persons.
- F. Not use the network in any way that would disrupt the use of the network by others.
- G. Not use the EIS for commercial purposes.
- H. Follow the District's Student Code of Conduct and Governing

Board Policies.

- I. Not attempt to harm, modify, add/or destroy software or hardware nor interfere with system security.
- J. Understand that inappropriate use may result in cancellation of permission to use the electronic information services (EIS) and appropriate disciplinary action up to and including expulsion for students.

**TERMS AND CONDITIONS:  
Additional Acceptable Use Requirements for Employees**

In addition, acceptable use for District employees is extended to include requirements to:

- A. Maintain supervision of students using the EIS
- B. When supervising students, agree to directly log on to student activity monitoring software and supervise student account activity when allowing students to use District accounts.
- C. Take responsibility for assigned personal and District accounts, including password protection.
- D. Take all responsible precautions, including password maintenance and file and directory protection measures, to prevent the use of personal and District accounts and files by unauthorized persons.

**TERMS AND CONDITIONS:  
Personal Responsibility**

- I will report any misuse of the EIS to the administration or system administrator, as is appropriate.
- I understand that many services and products are available for a fee and *acknowledge my personal responsibility for any expenses incurred without District authorization.*

**TERMS AND CONDITIONS:  
Network Etiquette**

I am expected to abide by the generally acceptable rules of network etiquette. Therefore, I will:

- A. *Be polite and use appropriate language.* I will not send, or encourage others to send, abusive messages.
- B. *Respect privacy.* I will not reveal any home addresses or personal phone numbers or personally identifiable information.
- C. *Avoid disruptions.* I will not use the network in any way that would disrupt use of the systems by others.

D. *Observe the following considerations:*

1. Be brief.
2. Strive to use correct spelling and make messages easy to understand.
3. Use short and descriptive titles for articles.
4. Communicate with, respond to, and post only to known groups or persons.

**TUSD DISCLAIMER  
re Services**

TUSD specifically denies any responsibility for the accuracy of information. While the District will make an effort to ensure access to proper materials, the user has the ultimate responsibility for how the electronic information services (EIS) is used and bears the risk of reliance on the information obtained.

I have read and agree to abide by the School District policy and regulations on appropriate use of the electronic information system, as incorporated herein by reference.

I understand and will abide by the provisions and conditions indicated. I understand that any violations of the above terms and conditions may result in disciplinary action and the revocation of my use of information services.

**Name** (print)

\_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_  
(Student or employee)

Grade (if a student) \_\_\_\_\_

Student or Employee ID Number \_\_\_\_\_

School or Department \_\_\_\_\_

**Parent or Guardian Cosigner** : The user agreement of a student who is a minor must also have the signature of a parent or guardian who has read and will uphold this agreement. Please review this form carefully with your son/daughter before you both sign it.

Beginning in SY 2018-19, TUSD is adding Internet and email access to the EIS to enhance curriculum and learning opportunities. Teachers provide guidance and direction on the appropriate use of email and the Internet. In accordance with the federal Child Internet Protection Act (CIPA), the district uses filters to block access to Web content that is inappropriate.

As the parent or guardian of the above-named student, I have read this agreement and understand it. I understand that it is impossible for the School District to restrict access to all controversial materials, and I will not hold the District responsible for materials acquired by use of the electronic information services (EIS), including email and internet. I also agree to report any misuse of the EIS to a School District administrator. (Misuse may come in many forms but can be viewed as any messages sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language, or other issues described in the agreement.)

A.R.S. 15-1046 and TUSD Policy IJNDB, allow parents and guardians to restrict their child's access to the internet and email. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages. Ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, TUSD supports and respects each family's right to decide whether or not to restrict access.

**OPT OUT:** Your child will be given access to the EIS, *including the Internet and email unless you direct otherwise* by checking the box below. If you opt out, your child will not be granted access to District-hosted internet or email. OPT-OUTS remain in effect for the current school year. *If the box below is not checked, it will be assumed that permission for Internet and email usage has been granted.*

**I do not want my child to have Internet or email access through TUSD at home or at school.**

**Any questions or concerns about this permission form or any aspect of the computer network should be referred to your school's Principal.**

**Parent or Guardian Name (print)** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_