

It is a Northeast Regional School of Biotechnology and Agriscience objective to make appropriate electronic information resources available to employees and students to assist in furthering educational goals, to support valid business uses and to provide for efficient school-related communication. This policy will govern the use of the Northeast Regional School of Biotechnology and Agriscience (NERSBA) electronic information resources and defines employees' and students' proper conduct and responsibilities while using the NERSBA electronic information resources. Users are defined as all students, teachers, administration, and staff. This policy also applies to any non-students who are expressly authorized by the Northeast Regional School of Biotechnology and Agriscience to use electronic information resources, including, but not limited to, Board of Director members, contractors, consultants, volunteers and temporary workers. Electronic information resources are defined as all NERSBA computer equipment, including any desktop or Netbook computers or other hardware owned or leased by the school; the NERSBA computer network/internet; email accounts; stored data; and any computer software licensed to the NERSBA. Because electronic information resources are an integral part of the educational environment, all users must comply with the school's Acceptable Use of Electronic Resources Policy.

Families are warned that some sites or pages accessible via the Internet contain material that is offensive, illegal, sexually explicit and discriminatory. In accordance with federal law, the Northeast Regional School of Biotechnology and Agriscience uses appropriate measures, including the use of software for Internet content filtering, to further block accessibility to language and visual depictions that are obscene, lewd, pornographic, or harmful to minors. Although it is the intent of the Northeast Regional School of Biotechnology and Agriscience that electronic information resources be used only to pursue educational goals and objectives, filters may not block all offensive material and/or users may find ways to access inappropriate materials.

The Northeast Regional School of Biotechnology and Agriscience believes that the benefits to students from access to electronic information resources exceed any disadvantages; but ultimately, parents and legal guardians of minors are responsible for setting and conveying the behaviors that their child should follow when using such resources. Internet access is considered a privilege and may be revoked at any time by school administration.

Internet access is coordinated through a complex association of government agencies and regional and state networks. In addition, the smooth operation of the network/internet relies upon the proper conduct of the end users who must adhere to strict guidelines. These guidelines are provided here so that users are aware of the responsibilities in using the network and/or internet. In general, this requires efficient, ethical and legal utilization of the network resources. If a Northeast Regional School of Biotechnology and Agriscience user violates any of these provisions, use will be terminated and future access may be denied.

School administrators and staff are responsible for enforcing this policy for any and all student users in the school. Administrators and staff must supervise student use of electronic information resources in a manner that is appropriate to the students' age and the circumstances of use.

Administrators and supervisors are responsible for enforcing this policy for all employees who they supervise.

Acceptable Use

The use of electronic information resources must be in support of education and research and consistent with the educational and business objectives of the Northeast Regional School of Biotechnology and Agriscience.

In accordance with the Protecting Children in the 21st Century Act, students will be educated in regards to appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, as well as cyberbullying awareness and response. All users are expected to exercise good judgment, use the computer resources in an appropriate manner and adhere to this policy and all applicable laws and regulations.

Use of the equipment is expected to be related to the Northeast Regional School of Biotechnology and Agriscience goals of educating students and/or conducting business. The Board recognizes, however, that some personal use is inevitable, and that incidental and occasional personal use that is infrequent or brief in duration is permitted so long as it occurs on personal time, does not interfere with the Northeast Regional School of Biotechnology and Agriscience business, and is not otherwise prohibited by the Northeast Regional School of Biotechnology and Agriscience policy or procedures.

Use of the Northeast Regional School of Biotechnology and Agriscience software is licensed to the Northeast Regional School of Biotechnology and Agriscience by various vendors and may have specific license restrictions regarding copying or using a particular program. Users must obtain permission from the Northeast Regional School of Biotechnology and Agriscience prior to copying or loading any software onto any computer owned by the Northeast Regional School of Biotechnology and Agriscience computer.

The use of non-Northeast Regional School of Biotechnology and Agriscience software on any NERSBA computer (including Netbooks, desktops, and the network) is discouraged. Prior to loading non-Northeast Regional School of Biotechnology and Agriscience software onto NERSBA computers (including Netbooks, desktops, and network), a user must receive written permission from the Principal or Technology Facilitator. The use of such software will be subject to any restrictions imposed by the Principal or Technology Facilitator. All software must be legally licensed by the user or the Northeast Regional School of Biotechnology and Agriscience prior to loading onto the NERSBA equipment. The unauthorized use of and/or copying of software is illegal.

Users of the Northeast Regional School of Biotechnology and Agriscience computers are expected to respect the Northeast Regional School of Biotechnology and Agriscience property and be responsible in using the equipment. Users are to follow any NERSBA instructions regarding maintenance or care of the equipment. Users may be held responsible for any damage caused by intentional or negligent acts in caring for the NERSBA computers while under their control. The Northeast Regional School of Biotechnology and Agriscience is responsible for any

routine maintenance or standard repairs to NERSBA computers. Users are expected to notify in a timely manner the Technology Facilitator of any need for service.

If a Northeast Regional School of Biotechnology and Agriscience Netbook or any other computer/device is lost, damaged, or stolen while under the control of a user, the user is responsible. The user may file a claim under his/her insurance coverage, where coverage is available, and shall report the incident to his/her supervisor or a teacher if it is a student.

Users are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:

- Be polite.
- Use appropriate language.
- Only legal activities are allowed on the Internet.
- Do not reveal your personal address or phone numbers or the addresses or phone numbers of students or colleagues.
- Note that electronic mail (e-mail) is not private. People who operate the system do have access to all mail.
- Use the network in such a way that you will not disrupt the use of the network by other users.
- Do not access private communications and information without permission from the individuals who generated the information.

Prohibited Uses

The following are specifically not permitted. The Northeast Regional School of Biotechnology and Agriscience electronic information resources may not be used for the following purposes:

- a. Commercial Use: Using the Northeast Regional School of Biotechnology and Agriscience computers for personal or private gain, personal business, or commercial advantage is prohibited.
- b. Political Use: Using the Northeast Regional School of Biotechnology and Agriscience computers to advocate, directly or indirectly, for or against legislation, a school bond referendum and/or the selection of a school board/director member, as well as other political and elected offices, is prohibited.
- c. Illegal or Inappropriate Use: Using the Northeast Regional School of Biotechnology and Agriscience computers for illegal, harassing, vandalizing, cyberbullying or inappropriate purposes, or in support of such activities is prohibited. Illegal activities are any violations of federal, state, or local laws and include, but are not limited to, copyright infringement and/or illegal file sharing; posting or publishing false or defamatory information about a person or organization; committing fraud; threatening another person; or intentionally engaging in communications for the purpose of abusing, annoying, threatening, terrifying, harassing, or embarrassing another person.

Harassment includes, but is not limited to, slurs, comments, jokes, innuendoes, unwelcomed compliments, cartoons, visual depictions, pranks, or verbal conduct relating to an individual that have the purpose or effect of creating an intimidating, hostile or offensive environment; have the purpose or effect of unreasonably interfering with an individual's work or school performance; or interfere with school operations.

Cyberbullying includes, but is not limited to, personal attacks and/or threats against anyone made while using the school-owned technology on campus and off campus, as well as any other technology devices on campus. Any such activities are to be reported to responsible school personnel. Rules of netiquette should be followed when conducting oneself in a responsible, ethical and polite manner.

Vandalism is any attempt to harm or destroy the operating system, hardware, application software, or data.

Inappropriate use is any violation of this policy and includes, but is not limited to, using another person's ID or password; plagiarizing; accessing, producing, storing, posting, sending, displaying, or viewing inappropriate or offensive material, including pornographic, obscene, discriminatory, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually suggestive language or images, or images of exposed private body parts; and accessing material advocating illegal acts or violence, including hate literature.

- d. Downloads: The Northeast Regional School of Biotechnology and Agriscience network/internet may not be used for downloading entertainment software or other files not related to the mission and objectives of the Northeast Regional School of Biotechnology and Agriscience for use on the Northeast Regional School of Biotechnology and Agriscience network or computers or transfer to a user's home computer or other personal computer. This prohibition pertains to freeware, shareware, copyrighted commercial and non-commercial software, and all other forms of software and files not directly related to the instructional and administrative purposes of the Northeast Regional School of Biotechnology and Agriscience.
- e. Unauthorized Use: The Northeast Regional School of Biotechnology and Agriscience computers may only be used by NERSBA staff and students, and others expressly authorized by the Northeast Regional School of Biotechnology and Agriscience to use the equipment.
- f. Disruptive Use: The Northeast Regional School of Biotechnology and Agriscience computers may not be used to interfere with or disrupt other users, services, or equipment. For example, disruptions include, but are not limited to, distribution of unsolicited advertising ("spam"), propagation of computer viruses, distribution of large quantities of information that may overwhelm the system (i.e. chain letters, network games, or broadcasting messages), and any unauthorized access to or destruction of the Northeast Regional School of Biotechnology and Agriscience computers or other

resources accessible through the Northeast Regional School of Biotechnology and Agriscience computer network/internet (“cracking” or “hacking”). Disruptive use may also be considered inappropriate and/or illegal.

The following are considered disruptions and are also prohibited: posting personal or private information about the user or other people on the Internet; arranging or agreeing to meet with someone the user has met on-line for purposes other than official school business; attempting to gain unauthorized access to the Northeast Regional School of Biotechnology and Agriscience network; posting information that could be disruptive, cause damage, or endanger students or staff; and accessing chat-rooms unless for a valid educational purpose or official school business.

Violations of Policy

This policy is applicable to all users of Northeast Regional School of Biotechnology and Agriscience computers and refers to all electronic information resources whether individually controlled, shared, stand alone, or networked. Violations may constitute cause for revocation of access privileges, suspension of access to the Northeast Regional School of Biotechnology and Agriscience computers, other disciplinary action, dismissal, and/or appropriate legal action. Specific disciplinary measures will be determined on a case-by-case basis.

Monitoring/No Expectation of Privacy

The Northeast Regional School of Biotechnology and Agriscience electronic information resources, the Internet, and use of e-mail are not inherently secure or private. Users shall have no expectation of privacy while using the Northeast Regional School of Biotechnology and Agriscience electronic information resources. The Northeast Regional School of Biotechnology and Agriscience reserves the right to search data or e-mail stored on all school-owned or -leased computers or other electronic information resources at any time for any reason. The Northeast Regional School of Biotechnology and Agriscience reserves the right to monitor users' use of the Northeast Regional School of Biotechnology and Agriscience electronic information resources and to take appropriate disciplinary action based on use that is in violation of this policy. The Northeast Regional School of Biotechnology and Agriscience reserves the right to disclose any electronic message or data to law enforcement officials, and under some circumstances, may be required to disclose information to law enforcement officials or other third parties, for example, in response to a subpoena or court order, or a document production request made in a lawsuit involving the Northeast Regional School of Biotechnology and Agriscience or by a third party against the user or pursuant to a public records disclosure request.

Security

Security on any computer system is a high priority, especially when the system involves many users. Users are responsible for reporting information security violations to a teacher or administrator. Users should not demonstrate suspected security violations to other users. Unauthorized attempts to log onto any network resource as a system administrator will result in cancellation of user privileges and may result in additional disciplinary action. Any user

identified as a security risk or having a history of problems with other computer systems may be denied access.

No Warranties

The Northeast Regional School of Biotechnology and Agriscience makes no warranties of any kind, whether expressed or implied, for the service it is providing. The Northeast Regional School of Biotechnology and Agriscience will not be responsible for any damages suffered by users, including loss of data resulting from delays, non-delivery, service interruptions, or any other cause. The Northeast Regional School of Biotechnology and Agriscience will not be responsible for any claims, losses, damages, costs, or other obligations arising from the unauthorized use of the Northeast Regional School of Biotechnology and Agriscience electronic information resources. Use of any information obtained via the Internet is at the user's risk. The Northeast Regional School of Biotechnology and Agriscience specifically denies any responsibility for the accuracy or quality of information obtained through its service. Users are responsible for any losses sustained by the Northeast Regional School of Biotechnology and Agriscience resulting from the user's intentional misuse of the Northeast Regional School of Biotechnology and Agriscience electronic information resources.

Legal References: U.S. Const. amend I; Children's Internet Protection Act, 47 U.S.C. 254(h)(5); (Protecting Children in the 21st Century Act, Pub. L. No. 110-385, Title II, 122 Stat. 4096 (2008); 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; G.S. 115C-325(e), -391

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