

Authorization for Use of Electronic Resources

Name (Please Print): _____

Date: _____

Basic Computer Use

Every employee of the North Boone CUSD #200 will be given appropriate access to the district's electronic resources. It is expected that individuals will follow the rules of conduct that are outlined in the appropriate staff handbook(s) and District policy and procedures when using the district's electronic resources or when representing the district in any electronic or virtual environment.

Electronic Resource Access

The North Boone CUSD #200 provides access to electronic resources for educational use, and maintains compliance with the Children's Internet Protection Act (CIPA) of 2001. In order to use these services, you must read and sign the following:

I understand that access to the district's electronic resources is provided to assist me in carrying out my official job duties. As an employee of the District I understand that my electronic activity is subject to review as stated in the Children's Internet Protection Act (CIPA) of 2001 and other applicable statutes and policies.

Furthermore, I understand that the District cannot couch for the accuracy of any information or the reliability of any file that is made available to me on the Internet. I will hold harmless the District, its employees, agents, or Board members, for any harm caused by material or software via the Internet.

As a District employee, I understand that access to electronic resources on any level (data sources, social networks, e-mail, etc.) via the District's resources is a privilege, not a right, and may be revoked if I choose to use my access in a manner that violates the rules set forth in District policy or administrative procedure. Furthermore, I understand that I am expected to use my access in a responsible manner, which includes, but is not limited to the following:

- Not intentionally accessing materials that are inappropriate for students
- Not excessively accessing personal material during work hours
- Not attempting to gain access to unauthorized resources or entities
- Not invading the privacy of individuals
- Not posting anonymous messages
- Not using the network for private or commercial gain or advertising
- Not using social networks to make inappropriate contact with students or other staff
- Discourage students from violating the terms set forth in the Acceptable Use of Electronic Resources and similar policies

Signature: _____