

Introduction

Internet access, through the A.D. Henderson/FAU High School network, is a powerful educational resource that will allow students to find information in a worldwide electronic network. Students will be able to connect to and correspond with businesses, major universities, national libraries, other schools, and other students around the world.

The school network is in compliance with s. 1003.02, F.S. and limits student access to only age-appropriate subject matter and materials on the Internet; protects the safety and security of students when using e-mail, chat rooms, and other forms of direct electronic communications; prohibits access by students to data or information including so-called "hacking," and other unlawful online activities by students; prevents access to websites, web applications, or software that does not protect against the disclosure, use, or dissemination of students' personal information; prohibits and prevents students from accessing social media platforms through the use of Internet access provided by the school district, except when expressly directed by a teacher solely for educational purposes; prohibits the use of the TikTok platform or any successor platform on district-owned devices.

Just as students learn social codes and behaviors that are acceptable at school, they must also learn the correct procedures and rules for using this network of information services and school-issued software, devices, and technology. We require all students to adhere to these guidelines. If any student breaks any of these rules, depending on the nature of the infraction or the cumulative number of infractions, their continued use of the system will be in jeopardy.

Annually, parents/guardians of all students will be required to sign a form which indicates that they are aware of the school rules and proper procedures for using the Internet, A.D. Henderson/FAU High School network, ~~and~~ instructional software, devices and technology, ~~they and~~ acknowledge the consequences that will result if these rules are broken. By signing this form, students are agreeing to comply with the rules of A.D. Henderson/FAU High School.

Acceptable Use

Acceptable uses of the school's network, software, devices, and technology include activities that support teaching and learning. Students are encouraged to develop uses that meet their individual needs and ~~which that~~ take advantage of the network's functions for academic purposes.

Unacceptable Use

Unacceptable uses of the school network, software, devices, or technology in or outside of school include:

- A. Violating the conditions of the Florida State Board of Education's Administrative Rules dealing with students' rights to privacy (SB6A-1.0955).
- B. Using profanity, obscenity, or other language that may be offensive to another user.
- C. Re-posting personal communications without the author's prior consent.
- D. Copying commercial software or other copyright-protected material in violation of copyright law.
- E. Using ~~the network~~ them for financial gain or for any commercial or illegal activity.
- F. Using ~~the network~~ them to intimidate, bully, or harass students or faculty.
- G. Using Google and other School/University platforms to communicate, conduct polls/surveys,

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and/or share personal journals for unauthorized purposes.

H. Accessing YouTube and other videos and video games for non-academic purposes.

I. ~~Using the network to~~ Accessing any obscene material, including but not limited to, sexually explicit material, or other material that may be patently offensive and inappropriate.

J. Accessing TikTok or any successor platform.

K. ~~Using a wireless communications device during instructional time, except when expressly directed by a teacher.~~

Communication

The following services are available to each student and hosted by Google as part of A.D. Henderson/FAU High School's digital domain in G-Suite (~~formerly known as Google Apps for Education~~):

- Drive - a word processing, spreadsheet, drawing, and presentation toolset that is very similar to Microsoft Office
- Calendar - an individual calendar providing the ability to organize schedules, daily activities, and assignments
- Sites - an individual and collaborative website creation tool
- Mail - an individual internal email account for school use
- Classroom - digital classroom to distribute materials, collaborate, and parent communication

These are all managed, monitored, and filtered by A.D. Henderson/FAU High School. All online activity through the ADHUS.FAU.EDU account is monitored regardless of your location.

Additional programs may be used by individual teachers or teams of teachers by level and will be communicated to parents and students.

School Devices and Hardware

Students have access to a variety of devices. Some of these devices are used by the students outside of the classroom. The students are responsible for the proper care of these devices. Printers, copiers, 3-D printers, STEM robotic equipment, and other related technology devices are for school-appropriate use only and require teacher approval prior to use. If the device(s) are damaged, the cost of repair or replacement is the responsibility of the parent/guardian. ~~will be responsible for the device. The cost of repair or replacement to be determined by school administration.~~

Computer Viruses, Malware, Extensions, Apps

Users must avoid knowingly or inadvertently spreading computer viruses. Students are prohibited ~~Do not~~ from uploading files from unknown sources. ~~Do not~~ and launching executable files without knowing the source and purpose of the file. Deliberate attempts to degrade or disrupt system performance will be viewed as criminal activity under applicable state and federal law.

Digital Citizenship

Students are expected to use the network to pursue intellectual activities, seek resources, research, and access libraries and information. When using the school network, instructional software, devices, and technology, keep the following in mind:

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For personal safety and for the safety of others, students must remember to exercise caution when communicating with people in the outside world. **Protect your own and others' private information.** If students feel there is a problem or feel uncomfortable with the information someone is giving, tell the school site administrator, teacher, or technology representative immediately.

Unwanted online communications can be considered harassment. If a user on the network asks that students no longer send them mail or in any other way contact them, students must stop all contact immediately. Students may feel that they have the right to freedom of expression, but others have the right to be free from harassment.

Unwanted online communication also applies to students using their personal devices to send or share inappropriate materials as defined in the Unacceptable Use section of this policy.

Cyber-bullying

Cyberbullying is the use of information and communication technologies to support deliberate, repeated, and hostile behavior by an individual or group that is intended to harm others. This behavior is strictly prohibited on or off campus. If the school finds substantial evidence of cyber-bullying, the individual(s) in question will be subject to disciplinary actions listed below and possible legal actions by the state. Students are expected to report any known cyberbullying to school officials.

Cyber-bullying includes any activity that occurs online, including, without limitation, posting on social media sites, chat rooms, message boards, websites, creating websites, text messaging, emailing, or other forms of technology to engage in harassment or bullying.

Social media encompasses a broad array of online activity, including social networks such as Facebook, Twitter, TikTok, Instagram, Snapchat, blogs, and other similar online or Internet communications. Any content posted, approved, managed, or "liked" by a student that characterizes another member of the School/University community in an offensive or threatening way or is perceived as obscene, inappropriate, or a threat to an ADHUS/FAUHS student, the School/University, or a member of the School/University community may result in disciplinary action, up to or including expulsion.

Moral and Ethical Issues

The moral and ethical issues involving the use of worldwide information systems deal with the appropriate access to information, the type of information accessed, and the behavior of the user. A.D. Henderson / FAU High School wants to provide students with a stimulating educational environment, yet at the same time, we want to protect them from information that is not appropriate for student use.

A.D. Henderson / FAU High School cannot condone the use of inappropriate information on the Internet. We acknowledge that these materials exist and do everything we can to actively avoid them, including using filtering software. However, we cannot screen all of the materials that are unacceptable for academic purposes, and it should be clearly understood by all students that access to such material in any form is strictly forbidden. The network is designed to achieve and support instructional goals, and any information that does not support classroom learning is to be

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avoided.

The actual percentage of unacceptable or inaccurate materials is unfortunately growing and is a cause for concern among students, parents, and teachers. If students, or a fellow student, stumble onto such information while doing legitimate research, they should contact a teacher for appropriate action. Sharing unacceptable material they may have accidentally stumbled upon with other students is forbidden.

Academic Integrity

- Academic integrity requires a commitment to honest and ethical behavior in all academic endeavors. Artificial Intelligence (AI) and other resources are valuable tools for brainstorming, providing research assistance, grammar and style suggestions, yet all submitted work must be original and/or properly cited no matter how small or seemingly insignificant the assignment, assessment, or whether graded or ungraded, or a draft or final version.
- The use of AI or of someone else's ideas, words, data, or work without proper acknowledgement constitutes the act of plagiarism. Students are expected to adhere to the guidelines as stated by their teachers regarding the use of generative AI.

Plagiarism

- Plagiarism is taking the ideas, images, or writings of others and presenting them as if they were original work.
- Students are expected to complete and submit their own original work and use resources with honesty and integrity. It is unethical, illegal, and academically dishonest to use another written work without proper credit or citation. All students will be expected to adhere to the school policy.
- When original work is assigned and the teacher has not authorized the use of AI software for the assignment, and there is evidence that AI software was used to create the work, it constitutes plagiarism.
- Faculty and staff have access to software to check for potential plagiarism.
- ~~A grade of zero will be issued, and other consequences may apply if there is evidence of plagiarism or cheating.~~

Copyright Infringement

- According to the Federal Copyright Act of 1976, "Fair Use" means that students may freely use any information that they legally find on the Internet as long as they do so only for scholarly purposes.
- All students are expected to follow existing copyright laws. Posting any material (graphics, text, sound, etc.) that is in violation of any federal or state law is prohibited. This includes, but is not limited to, confidential information, copyrighted material, threatening or obscene material, and computer viruses.
- Copyrighted material shall not be placed on any system without the author's permission. Permission may be specified in the document, on the system, or must be obtained directly from the author.

Who Is Watching? Technology Monitoring

The Internet and our school are public places. Students must always remember that others are

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sharing this space and can monitor students' actions on the network. ~~Potentially, millions of individuals may be interacting across the network at the same time. Others can monitor students' actions on the network. If students use a particular service on the network, chances are that someone knows the connections that they are making, knows about the computer shareware that students have borrowed, and knows what students looked at while they were in the system. Because these connections are granted to students as part of the larger scope of the curriculum,~~ ADHUS and FAU High reserves the right to monitor all traffic on the network. We do this to make sure that the network continues to function properly and safely for all of its users. To accomplish this, ADHUS and FAU High uses a monitoring software that oversees the search history of anyone using the ADHUS domain. This monitoring software is active on any computer, in and out of our school's network.

Code of Student Conduct

A.D. Henderson/FAU High School has behavior codes and student handbooks that detail appropriate school behavior, outline rights, and set expectations for students. Because the network, software, devices and technology is are used as part of a school activity, the school's Code of Student Conduct and Discipline Matrix ~~applies to network activities as well.~~ These rules apply to vandalism of computer equipment, unauthorized access to information, computer piracy, and tampering with hardware or software. Viruses may cause other types of damage and information loss to a computer system. If students are responsible for a computer becoming infected with a virus, they could be held liable. These roles further apply to the electronic use of harassing and abusive, or obscene language/material. Students may not use the network to annoy, harass, or offend other people.

Disciplinary Action

A.D. Henderson/FAU High School declares unethical and unacceptable behavior as just cause for disciplinary action, the revocation of network access privileges, and/or the initiation of legal action for any activity through which an individual:

1. Uses the network for illegal, inappropriate, or obscene purposes, or in support of such activities. Illegal activities shall be defined as a violation of local, state, and/or federal laws. Inappropriate use shall be defined as a violation of the intended use of the network and/or purpose and goal. Obscene activities shall be defined as a violation of generally accepted social standards for the use of a publicly owned and operated communication vehicle.
2. Uses A.D. Henderson/FAU High School for any illegal activity, including violation of copyrights or other contracts violating such matters as institutional or third-party copyright, license agreements, and/or other contracts.
3. Intentionally disrupts network traffic or crashes the network and connected systems.
4. "Hacks" system to circumvent school's firewall and web blocking program.
5. Downloads or installs any software/extensions on any device without permission.
6. Changes the existing parameters, look, or settings of the device.
7. Degrades or disrupts equipment or system performance.
8. Uses A.D. Henderson/FAU High School or equipment for commercial or financial gain or fraud.
9. Steals data, equipment, or intellectual property.
10. Gains or seeks to gain unauthorized access to resources or entities.

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11. Forges electronic mail messages, or uses an account owned by another user.
12. Invades the privacy of individuals.
13. Creates, distributes, or purposely activates a computer virus.
14. Uses the network to send or request racist, inflammatory, sexist messages, or any other forms of cyber-bullying.
15. Sends or requests messages or documents that are inconsistent with A. D. Henderson/FAU High School policies, guidelines, or codes of conduct.
16. Impedes a School investigation for any violation of this policy, including wiping content from phones, computers, or other electronic devices.

This applies to all devices on the A.D. Henderson / FAU High School campus and domain.

Consequences of Violations

The consequences of violating the technology policy are subject to administrative disciplinary action according to the A. D. Henderson/FAU High School discipline ~~matrix~~ matrices.

Possible consequences of technology violations include, but are not limited to:

1. A grade of zero will be issued for the assignment/assessment(s), and other consequences may apply if there is evidence of plagiarism, cheating, or misuse of AI
2. Suspension of Internet access
3. Revocation of Internet access
4. Suspension of computer access
5. Revocation of computer access
6. ~~Revocation of A.D. Henderson/FAU High School special privileges.~~
7. ~~Suspension of A.D. Henderson/FAU High School special privileges.~~
8. School suspension
9. School expulsion
10. Legal action and prosecution by the proper authorities
11. Withdrawal from A.D. Henderson/FAU High School

If students are accused of any of the violations listed above, they have all of the rights and privileges that any student would have if subject to any other type of disciplinary action.

A.D. Henderson/FAU High School has the right to restrict or terminate network and Internet access at any time for any reason. Further, A.D. Henderson/FAU High School has the right to monitor network activity, in any form that they see fit, in order to maintain the integrity of the network.

Federal Laws

G-Suite and the ADHUS domain are governed by federal laws and local policies, including:

Family Educational Rights and Privacy Act (FERPA)

FERPA protects the privacy of student education records and gives parents the right to review student records. Under FERPA, schools may disclose directory information, but parents may request that the school not disclose this information. Parents are provided the opportunity annually to opt out of disclosing their student's directory information on the

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District's Enrollment Form.

Children's Online Privacy Protection Act (COPPA)

COPPA applies to commercial companies and limits their ability to collect personal information from children under 13. By default, advertising is turned off in Google Apps for Education. No personal student information is collected by Google for commercial purposes. This permission form allows the school to act as an agent for parents in the collection of information within the school context. The school's use of student information is solely for educational purposes. Student information that is "collected" by Google is described as (projects, documents, email, files, username, and password).

Statutory Authority: s. 1003.02, F.S.

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