Gaming and other entertainment media
Computers can be great tools for learning and entertainment. Running entertainment games while at school would be distracting both to the gamer and to other students involved in educational endeavors. Because of this, games will not be allowed by students during school time unless the sites have been approved by teachers as having educational content and purpose.
Exceptions may be made by teachers and administrators as needs arise for their classes.

Listening to music and watching videos on computers is also off-limits while in classes, unless directly related to your education and approved by your teacher.

One should keep in mind that the use of the above may take shared network bandwidth away from other concurrent, curricular computer activities.

Vandalism -- defined as attempting to harm or destroy hardware, software, networking systems or data -- is not tolerated.

Pornography -- visual material containing the explicit description or display of sexual organs or activity -- is not allowed.

The school is not liable for any losses or damages due to the personal use of computers.

Students will need special permission from the administration to take computer systems off the school site and/or to bring personal computer systems onsite. A $25 fee will be assessed for those wishing to take laptops home.

Consequences of Violation of Acceptable Use Policy

Limitations and disciplinary actions will be determined at the discretion of the school administration at the time of the incident.

Determination of unacceptable and inappropriate use will be made by the North Mahaska teaching staff and administration.

Publishing To the Web
From time to time, you or your teachers may wish to publish your work and photos on the internet for others to see. This provides you and other students with a chance to share your work with the world, and it gives outsiders a view of what is going on within our school. Student photos may also be shown on the website.

The school respects the privacy of each individual student. The student registration form has an option for parents and students to select if you do not want student information published on the website or newspaper.

Social Networking @ School
While some computer users may use programs such as Twitter, Facebook and others, learning how to use these while remaining a productive member of the community is of the utmost importance. Such services will be opened only with special permission from administration.
• Using chat type services to collaborate on educational projects would be a positive use.
• Using the same services for personal chatting during class time decreases productivity and is a distraction from learning. Teachers will have the expectation that students who are asked to stop any computer activities will do so immediately.

File Sharing and Downloading
The use of the computer to share music, videos, games and other software has become very popular. The North Mahaska network does not support file sharing for non-educational purposes. No personal file sharing is allowed. This includes using Peer-to-Peer programs like Napster, Limewire, Kazaa, using BitTorrent, or sharing noneducational files with other students.

You must not use the NM email and network accounts for the following:
sending viruses to other students or teachers, sending "spam mail" or "chain letters,"
or sending very large files, such as videos, movies, or games (unless you have received special permission from your teacher).
If administrators see that an NM account is being used for illicit purposes, the account will be suspended or deleted and disciplinary procedures will follow.

Acceptable Use Policy

of
Computers, Networks and Internet
North Mahaska Community Schools

NORTH MAHASKA
WARHAWKS

for
Students
Staff and Visitors
August 2017

Mission Statement
North Mahaska will prepare students to be positive, productive citizens with the passion and skills for lifelong learning.

The following North Mahaska School Board Policies and Administrative Regulations Apply:
104   Harassment
502.1   Student Conduct
505.1   Student Records Access
503.3   Student Publications
414.1   Identifying and Reporting Child Abuse
414.3   Procedures for Charging and Investigating Allegations of Abuse of Students by School Employees
602.7   Co-Curricular Activities
603.13   Copyright Policy
603.4   Instructional Materials Selection
603.6   Teaching Controversial Issues
605.8   Internet Safety
608.13   Public Examination of School Materials

It is the policy of the North Mahaska Community School District not to discriminate on the basis of race, sex, nationality, creed, age, marital status, veteran status, sexual orientation, gender identity or disability in its educational programs, activities, or employment practices.
If you believe you or your children have been discriminated against or treated unjustly at school, please contact the school district at 641-637-4187.

We live in an ever-changing world where we have more access to information faster than ever before. North Mahaska Community Schools is striving to be a 21st Century school, taking advantage of many new technologies and new methods of communication now available to our students. Access to these technologies will give our students opportunities to learn and create like never before. With those opportunities do come new responsibilities.

Educational Use and Content
Students, staff and guests are expected to use the computer systems at North Mahaska Schools for underlined educational purposes.

Research
You will be able to browse thousands of websites, each containing much information which can be used in your school projects and personal learning.
Remember that the information you view online is someone else's work.
• It is essential that you respect copyright laws.
• Credit your sources appropriately.
• If appropriate, seek approval from the creator for educational use of the content.
Plagiarism -- taking someone else's work or ideas and passing them off as one's own will not be tolerated.

Hacking - Entrance into other's computer or files will not be tolerated.

File Storage Grades 7-12 1:1
Files you will be working with will be stored on the local hard drive of the MacBook Air issued to you, on a flash drive, or on Google Drive.

Grade 6 and below
Files you will be working with will be stored on North Mahaska file servers or Internet storage resources external to NM such as Google Docs.

You will be provided with a user name and a password that you will use to login to the server.
• Do not share your username or password with anyone else.
• Do not try to log in using anyone else's password or attempt to gain access to or modify their files.

Keep in mind,the computer should be used for educational purposes. Please refer to the laptop user policy and agreement.
• Keep files organized and delete those you no longer need for classes.
• Computer users are not to download and/or install applications on the school district's computers,unless directed to do so.
• Technology support personnel install software to make sure that software copyright agreements are followed.

Communications
Communicating with others over the internet is very much like communicating with people face to face. You must be respectful of others and you can expect them to be respectful of you in return. Here are general rules we expect you to follow.

Do
• Use clear and precise language.
• Treat others as you would like to be treated.
• Be polite and courteous.
• Keep your communications brief and to the point.
• Remember that email can be read by the school administration.

Don't
• Be rude or aggressive towards others.
• Use slang or swear words.
• Use Instant Messaging speak.
• Include any explicit sexual content.
• Send others offensive files or messages. (Those may be viewed as harassment.)
• Use email or chat as a means of resolving a personal feud.
• Write anything you'd be afraid to show your parents, teachers or others in authority.
• Do anything illegal through computer use.

Students who do not follow the policies in this document may be subject to disciplinary action including possible loss of computer privileges and charges for damage.

Computers at North Mahaska
are the property of the school and are subject to electronic monitoring at any time.
Information obtained will be kept private except for use with individual consequences.

Your Security and Safety
In your day to day lives, you meet people with whom you can become friends. There are also some people who would do you harm. The same is true of the online world; while most people are quite like you, some individuals out there have bad intentions.

North Mahaska will provide cybersafety instruction for students as a precaution against unwanted Internet contacts.

North Mahaska has filters and security in place to prevent harmful pages and emails from getting through. Content filtering is in use by the school that is consistent with the requirements of the Childrens' Internet Protection Act. http://www.fcc.gov/cgb/consumer facts/cipa.html. Students are not permitted to use a proxy server to bypass the content filtering.

No filter is perfect.
You may discover and access controversial or objectionable material while online. Making good decisions and avoiding potentially dangerous situations is important in keeping yourself safe. You may talk to your supervising teachers and principal to help decide what is appropriate and safe..

We trust that you will make appropriate choices
• where you go online.
• with whom you interact.
• what personal information you share online.

Google Apps for Education:
Teachers, Staff, Students and Administrators have Email accounts through Google Apps for Education. This allows the Staff and Students to share and collaborate. Google Apps are all cloud-based, you can access all your emails, documents and calendars at any time from any device.

Email filtering is used by the district in attempt to stop spam type 'junk' emails and viruses.