

Discipline Procedures for Technology Infractions

This is a companion document for the Germantown Municipal School District Parent/Guardian & Student Acceptable Use Policy.

Each student is responsible for his/her actions and activities involving Germantown Municipal School District's computers, networks and Internet services, and for his/her computer files, passwords and accounts. These rules provide general guidance concerning the use of computers and examples of prohibited uses. The rules do not attempt to describe every possible prohibited activity by students or recourse. Students, parents and school staff who have questions about whether a particular activity is prohibited are encouraged to contact the principal or assistant principal.

Student use of Germantown Municipal School District's computers, networks and Internet services is a privilege, not a right. Compliance with policies and rules concerning computer use is mandatory. Students who violate these policies and rules may have their computer privileges limited, suspended or revoked. Such violations may also result in disciplinary action, referral to law enforcement and/or legal action. The principal or assistant principal shall have the final authority to decide whether a student's privileges will be limited, suspended, or revoked based upon the circumstances of the particular case, the student's prior disciplinary record, and any other pertinent factors.

Level 1: Infraction

- Unauthorized or inappropriate use of technology equipment
- Cheating or any activity that may be disruptive to the school environment
- Illegal installation or transmission of copyrighted materials
- Negligent care of device
- Unauthorized transmission of personal info over the Internet

Level 1: Consequences

- Classroom warning
- Computer data removed / User account wiped clean
- Additional restrictions put in place
- Possible loss or temporary loss of device access
- Parent contact
- After school detention, in school suspension, out of school suspension
- Referral to administrator

Level 2: Infraction

- Negligent care of device resulting in damage
- Changing Software/Hardware Configuration or By-passing the GMSD Web filter through a Web Proxy
- Loading/storing/creating unauthorized files, data, programs, or viruses
- Taking pictures, audio, video without subject's or school's permission
- Use of unauthorized anonymous and/or false communications
- Sending, transmitting, accessing, uploading, downloading, or distributing obscene, offensive, profane, threatening, cyberbullying, pornographic, or sexually explicit materials
- Deletion, examination, copying, or modifying of files/data/device settings belonging to other users, including staff, students and district
- Vandalism (minor) such as malicious attempt to harm or destroy GMSD-owned device
- Action violating existing board policy

Level 2: Consequences

- Computer data removed / User account wiped clean
- Additional restrictions put in place
- Temporary loss of device access
- Parent contact
- Referral to administrator
- In school suspension
- Out of school suspension
- Referral to law enforcement
- Suspension with recommendation for expulsion and forfeiture of device
- Restitution in vandalism instances
- Reimbursement to GMSD for actual loss, damage or repair
- Indemnification- GMSD may be indemnified for any losses, costs, or damages including reasonable attorney fees incurred by the district relating to any breach of the Acceptable Use Policy Discipline Procedures for Technology Infractions

Level 3: Infraction

- Any activity that voids the device, service agreement, software license or warranty such as, but not limited to jailbreaking or rooting (process of hacking a device to bypass digital rights management software)
- Vandalism (major) such as any malicious attempt to harm or destroy GMSD-owned device or theft
- Sending, transmitting, accessing, uploading, downloading, distributing, or publishing obscene, offensive, profane, threatening, cyberbullying, pornographic, or sexually explicit materials intended to harm or demean staff or students
- Use of the school/district's Internet or email accounts for financial gain or personal gain, or any illegal activity
- Any use that violates local, state and/or federal laws or regulations

Level 3: Consequences

- Loss of device access
- Parent contact
- Referral to administrator
- In school suspension
- Out of school suspension
- Referral to law enforcement
- Suspension and/or recommendation for expulsion and forfeiture of device
- Restitution in vandalism instances
- Reimbursement to GMSD for actual loss, damage or repair
- Indemnification- GMSD may be indemnified for any losses, costs, or damages including reasonable attorney fees incurred by the district relating to any breach of the Acceptable Use Policy