

# POLICY

Spencerport Central School District

2003

6470  
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Personnel

## **SUBJECT: STAFF USE OF COMPUTERIZED INFORMATION RESOURCES**

The District shall provide staff with access to various computerized information resources through the District's computer system (system) consisting of software, hardware, computer networks and electronic communication systems. This may include access to electronic mail and the "Internet." It may also include the opportunity to have independent access from remote locations. All use of the system, including independent use off school premises, shall be subject to this policy and accompanying regulations.

Staff use of the system is conditioned upon written agreement by the staff member that use of the system will conform to the requirements of this policy and any regulations adopted to ensure acceptable use of the system. All such agreements shall be kept on file in the District office.

District staff members who engage in unacceptable use may lose access to the system and may be subject to further discipline under the law and in accordance with applicable collective bargaining agreements. Legal action may be initiated against a staff member who willfully, maliciously or unlawfully damages or destroys property of the District.

Adopted 6/24/03