ACCEPTABLE USE POLICY FOR DIGITAL RESOURCES

The district encourages information dissemination, collaboration, innovation and experimentation through the ethical use of technology. Using digital resources is integral in supporting business needs, providing 21st-century communication solutions to staff and students, extending student learning opportunities and meeting district goals. The district will encourage safeguards to protect employees, partners and students in the digital environment. Staff and students should only use district-approved technology, devices, software, equipment and communication tools solely for educational or business purposes.

Staff and students must adhere to federal and state laws and district policies related to the use of hardware, software, telecommunications systems and digital data. Additional safeguards as available and consistent with access to appropriate digital resources shall be used for remote video-conferencing in order that Harassment, Intimidation and Bullying (HIB) may be addressed and that student privacy rights are maintained. Staff should also ensure that professional staff/student boundaries are maintained while using video-conferencing.

This policy and its accompanying regulation establish the use of all District internet/intranet/extranet-related systems, including but not limited to computer equipment, software, operating systems, information storage systems, network accounts, telephones, fax machines, voice mail, electronic mail, video conferencing systems and other digital tools.

The superintendent shall develop appropriate guidelines for the use of Tacoma Public Schools’ digital resources.

Cross References: Board Policy 2020 Curriculum Development and Adoption of Instructional Materials
2025 Copyright Compliance
3207 Prohibition of Harassment, Intimidation and Bullying
3241 Student Conduct/Discipline
5010 Employee Conduct Rules
5251 Ethics
5243 Maintaining Professional Staff/Student Boundaries
5280 Separation of Employment and Disciplinary Actions
6250 Use of District-Owned Equipment and Materials

Legal Reference: 18 USC 2510-2523 Electronic Communications Privacy Act of 1986

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