

**COLUMBUS COUNTY SCHOOLS
ADMINISTRATIVE REGULATION**

Employee Technology Responsible Use Agreement

AR Code: 3225/4312/7320-F2

EMPLOYEE TECHNOLOGY RESPONSIBLE USE AGREEMENT

I have read policy 3225/4312/7320, Technology Responsible Use. I understand that the policy governs the use of all school system technological resources both on and off school property. By signing below, I agree to strictly comply with that policy.

I understand that I have no expectation of privacy in anything I create, store, send, delete, receive, or display when using the school system's network, devices, Internet access, email system, or other technological resources owned or issued by the school system, whether the resources are used at school or elsewhere, and even if the use is for personal purposes.

I understand that the school system reserves the right, without notice, to monitor, track, and/or log for any lawful purpose (1) my network access, communications, and use; (2) the content of my user files (regardless of medium), electronic mailboxes, and systems outputs (such as printouts); and (3) my online activities when accessing the Internet via a school-owned device. By signing below I consent to such activities.

I agree to take reasonable precautions to prevent students from accessing material and information that is obscene, pornographic, or otherwise harmful to minors, including violence, nudity, or graphic language that does not serve a legitimate pedagogical purpose. If I am responsible for supervising students, I will make reasonable efforts to supervise the students' use of the Internet during instructional time.

I understand that my personal websites are subject to policy 7335, Employee Use of Social Media.

I understand that failure to adhere to these requirements will result in disciplinary action, up to and including dismissal, and, in the event of willful misuse, possible criminal prosecution.

Employee Name (please print): _____

Employee Signature: _____ Date: _____

A copy of this document will be retained in the personnel file.