

**Holliday Independent School District
Holliday, Texas**

**EMPLOYEE AGREEMENT FOR ACCEPTABLE USE OF THE
ELECTRONIC COMMUNICATIONS SYSTEM**

You are being given access to the District's electronic communications system. Through this system, you will be able to communicate with other schools, colleges, organizations, and people around the world through the Internet and other electronic information systems/networks. You will have access hundreds of databases, libraries, and computer services all over the world.

With this educational opportunity comes responsibility. It is important that you read the District policy, administrative regulations, and agreement form and ask questions if you need help in understanding them. Inappropriate system use will result in the loss of the privilege to use this educational tool.

Please note that the Internet is a network of many types of communication and information network. It is possible that you may run across areas of adult content some material you might find objectionable. While the District will use filtering technology to restrict access to such material, it is not possible to absolutely prevent such access. It will be your responsibility to follow the rules for appropriate use.

RULES FOR ACCEPTABLE USE

- Access is to be used only for identified educational purposes.
- You will be held responsible at all times for the proper use of electronic communications, and the District may suspend or revoke your access if you violate the rules.
- Remember that people who receive e-mail from you with a school address might think your message represents the school's point of view.

INAPPROPRIATE USES

- Using the system for illegal purpose.
- Disabling or attempting to disable any Internet filtering device.
- Encrypting communications to avoid security review.

- Borrowing someone’s account without permission
- Intentionally introducing a virus to the computer system.
- Posting messages or accessing materials that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation, or illegal.
- Wasting school resources (e.g. ink, paper, bandwidth, data storage space) through the improper use of the computer system.
- Gaining unauthorized access to restricted information or resources.
- Downloading or using copyrighted without permission from the copyright holder.
- Downloading/installing software that is not legally obtained by Holliday ISD.

CONSEQUENCES FOR INAPPROPRIATE USE

- Suspension of access to the system;
- Revocation of the computer system account; or
- Other disciplinary or legal action.

The employee agreement must be renewed each academic year.

**EMPLOYEE AGREEMENT FOR ACCEPTABLE USE OF THE
ELECTRONIC COMMUNICATIONS SYSTEM**

EMPLOYEE NAME _____

CAMPUS _____

I understand that my computer use is not private and that the District will monitor my activity on the computer system.

I have read the District’s electronic communications system policy and administrative regulations and agree to abide by their provisions. I understand that violation of these provisions may result in suspension or revocation of system access.

Employee’s Signature _____ Date _____