EMPLOYEE ACCEPTABLE USE POLICY OF INFORMATION TECHNOLOGY RESOURCES

Access to network resources, electronic communications, the Internet, database systems, computers, and other information technology resources is essential to the mission of the Harvard Public Schools (HPS). The purpose of these resources is primarily to develop quality educational materials in the pursuit of excellence in teaching and learning and to efficiently manage the day to day operations of the Harvard Public Schools. Toward this end, the Harvard Public Schools provides a number of services to HPS employees. Incumbent with access to these services, HPS employees are charged with the responsibility to use them appropriately and to model that usage for students.

The superintendent, in conjunction with the director of technology, shall develop appropriate regulations to govern the responsible use of information technology resources by HPS employees. Where technology is constantly evolving, these regulations shall be regularly reviewed by the director of technology, in consultation with the superintendent, and revised as appropriate.

The Acceptable Use Policy and the accompanying guidelines are intended to prevent illegal and/or improper use or abuse of the schools' IT resources.

ADOPTED: March 10, 2014
AMENDED: April 8, 2019

CROSS REFS: Harvard Public Schools Instructional Technology Report 2011-2014, Section 11.