

**Tentative Agreement Between The  
Whittier City School District and the  
Whittier Elementary Teachers Association  
March 18, 2022**

**Appendix J: WCSD Network User Agreement**

**APPENDIX J**

**MOU - WCSD Network User Contract**

It is the joint understanding of WETA and the District that all electronic communication is the property of the District. Therefore, the use of technology is intended for the purposes of instruction and professional communication.

**USE:**

Student use of technology should relate to a teacher assignment and/or an assigned course of study. Teacher use of District-provided technology resources includes preparation for classroom instruction, professional development, and professional communication. Professional communication includes communication with colleagues, their respective professional organizations, parents, and educational resources that may extend beyond the District.

**SECURITY:**

Security is viewed as a shared responsibility. When accessing District and/or student data, it is the unit member's responsibility to keep the data secured. The District will continue to investigate and research opportunities to improve the security system for WCSD Network use.

**ACCESS:**

The District will provide filtering of inappropriate Internet sites to the degree that it is technologically possible. The unit member accepts personal responsibility for stopping and reporting any misuse of the network that they have knowledge of, to the site administrator. Given reasonable supervision in the classroom, the unit member shall not be responsible for student access to inappropriate Internet sites, inappropriate language used by students, messages sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, or sexism. As stated in the WCSD Network User Contract, parents share responsibility for their child's appropriate use of the WCSD Network.

**PROGRESSIVE DISCIPLINE:**

As stated in the WCSD Network User Contract for Employees, the unit member shall be subject to disciplinary action, revocation of the District technology resources, or legal action as appropriate. This disciplinary action, as stated above, shall typically begin with a verbal warning and progress in severity dependent upon the nature of the misuse of the WCSD Network. Procedures relating to this document shall be subject to the WETA/WCSD contract grievance procedures.

It is the expectation that there will be no problems with technology use in WCSD.

**Whittier City School District**  
**ELECTRONIC INFORMATION RESOURCE USER CONTRACT**

This contract shall remain in effect for the employee's tenure of employment with  
Whittier City School District

**By signing, I acknowledge that I have read and have a copy of the Terms and Conditions of this contract.**

The WCSD must have the appropriate signatures before an access account can be provided. When signed, this becomes a legally binding contract for the employee's tenure with the District.

**STAFF MEMBER**

- I have read the WCSD Network Acceptable Use Policy and WCSD Network User Contract. I understand and will abide by the provisions and conditions of this contract.
- I understand that the Internet is a worldwide group of hundreds of millions of computer networks. I know that Whittier City School District does not control the content of these Internet networks or of other networks I may access.
- I understand that the use of District technology resources are not private and may be monitored by the Superintendent or designee.
- I understand that student information acquired from any District authorized database is restricted to educational use and I will keep this information strictly confidential.
- I understand that employees shall use any District technology resources only for purposes related to their employment with the District. I will not use District technology resources for private commercial purposes.
- I will not use District technology resources for obscene or pornographic materials.
- I also agree to report any misuse of the information system to the site administrator who will inform the Whittier City School District system

administrator. Misuse can come in many forms but can be viewed as any messages sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language, and other issues described above.

- I understand that any violations of the above provisions may result in disciplinary action, the revoking of my District technology resources, and appropriate legal action.

Staff member name (please print)

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Staff member signature

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School \_\_\_\_\_

Position \_\_\_\_\_

Date \_\_\_\_\_

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Alex Vogel, Negotiations Chair

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Date

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Dr. Raquel Gasporra, Asst. Supt., Business Services

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Date