

**RESCIND BOARD REPORT 04-0428-PO2**

**ADOPT A NEW POLICY ON THE ACCEPTABLE USE OF**

**THE CPS NETWORK AND COMPUTER RESOURCES**

**THE CHIEF EXECUTIVE OFFICER RECOMMENDS:**

That the Board rescind Board Report 04-0428-PO2 and adopt a new Policy on the Acceptable Use of the CPS Network and Computer Resources.

**PURPOSE:** This policy intends to (1) set forth the terms and conditions under which Chicago Public Schools ("CPS") Users may access and use CPS Network and Computer Resources; (2) state the

requirements that shall govern the operation and management of all information technology used

Unpublished Public Final - the term "Final" is not necessary and does not affect the CPS Network Authority

originating that is (a) not authorized by the recipient and (b) identical in content for all recipients

III. DUTIES

A. ITS Duties. ITS is responsible for designing, establishing and maintaining the CPS Network and Computer Resources and for assisting Users in all CPS departments, offices, and schools in

**V. GENERAL PROVISIONS REGARDING USE**

4 Business Use. All Users must use the ODS Network and Computer Resources in a professional

ethical and lawful manner in compliance with all Board Rules and policies. Use of the ODS Network and

24. transmits sensitive or confidential information without appropriate security safeguards;

25. falsifies, tampers with or makes unauthorized changes or deletions to data located on the CPS

Network;

26. enters false data on to the CPS Network;

27. accesses or uses data located on a CPS Network system for personal uses;

28. promotes or participates in a relationship with a student, which is not related to academic or

used in the future on the CPS Network. ITS shall establish guidelines on the use of any new technology.

approved for use on the CPS Network.

K. Passwords. Users shall comply with ITS standards and guidelines on password set up, usage and security. Users must never disclose passwords or other access or authorization codes to any person.

Unauthorized Access and Data Tampering. A User is prohibited from using their authorized

**IX. REPORTING**

Users shall immediately report to the 3-EXCL Service Desk and Department/School Management any actual or suspected:

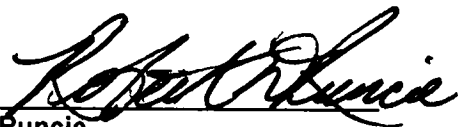
violation of policies or procedures, including, but not limited to:

- i. improper transmission of confidential information;
- ii. compromised passwords or access codes;

- iii. receipt of messages containing suspected virus content;

Approved For Consideration:

Respectfully Submitted:



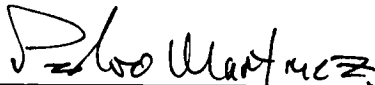
Robert Runcie  
Chief Administrative Officer



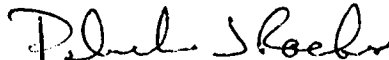
Ron Huberman  
Chief Executive Officer

Noted:

Approved as to Legal Form. *jam*



Pedro Martinez  
Chief Financial Officer



Patrick J. Rocks  
General Counsel