

**SUBJECT: MISUSE/ABUSE OF SOFTWARE AND/OR ELECTRONIC
COMMUNICATION SYSTEMS**

Any employee in St. Lawrence-Lewis BOCES who is aware of any misuse or abuse of any software or electronic communication system owned or rented by St. Lawrence-Lewis BOCES shall notify his/her immediate supervisor or building principal.

Any student in St. Lawrence-Lewis BOCES who is aware of any misuse or abuse of any software or electric communication system shall notify his/her teacher or building principal.

Administrators who are aware of any abuse/misuse shall notify the District Superintendent or his/her designee and appropriate disciplinary action shall occur based on the circumstances and in accordance with all applicable laws, bargaining agreements, and BOCES policies and regulations.

This policy will be disseminated to all St. Lawrence-Lewis BOCES staff and students.

Adopted: 7/10/02