

560 Bagley High School Electronic Mail Policy

Board Adopted: November 8, 2010

DELETED: August 31, 2026 – Covered in Policy 524

Bagley Public Schools gives email accounts to students for the purpose of furthering educational goals and objectives. Other webmail accounts (hotmail, yahoo, etc.) are no longer accessible on district computers. Student Email should only be accessed for educational purposes and to fulfill school assigned obligations.

Students are responsible for good behavior while using school e-mail, just as they are in a classroom or any other school sanctioned activity. Communications on the Internet are public in nature. General school rules for behavior and communications apply. Electronic files will be treated like school lockers. Network administrators may review files and communications to maintain system integrity and ensure that students are using the system responsibly. Users should not expect that files stored on district servers will be private.

Access to e-mail is given to students who agree to act in a considerate and responsible manner. Access is a privilege – not a right, and entails responsibility. As outlined in the Board-approved Technology Policy for Bagley Public Schools, non-permitted uses include, but are not limited to:

- Sending or displaying offensive messages or pictures
- Using obscene language
- Harassing, insulting or attacking others
- Damaging computers, computer systems or computer networks
- Violating copyright laws
- Using another's password
- Trespassing in another's folders, work or files
- Intentionally wasting limited resources
- Employing the network for commercial purposes

Violations may result in a loss of access as well as other disciplinary or legal action.

Your email address will be:

username@student.bagley.k12.mn.us

Example: John Smith; jsmith@student.bagley.k12.mn.us

Accessing Your Account: You may access your account either at home or at school using the following directions:

1. Point your web browser to: **<http://mail.google.com/a/student.bagley.k12.mn.us>**
2. Login to the pop up window with your network account login and password. *Note: There will be an icon for Student Email on most of the computers in the labs and media center.*