



# WASHOE COUNTY SCHOOL DISTRICT

## Legal Division

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May 14, 2010

**Delivered via Electronic Mail (john@Jtahoe.com)**

Mr. John Eppolito

**Re: Inappropriate Use of Washoe County School District Electronic Mail System**

Dear Mr. Eppolito:

On more than one occasion in March and April, 2010, you have used the Washoe County School District ("District") electronic mail system to distribute your views and opinions regarding the possible implementation of an International Baccalaureate program at Incline Village. You have distributed this information via the District electronic mail system to numerous teachers, District employees and the Board of Trustees.

Please be advised that use of District electronic mail is limited to official business and the District has a responsibility to ensure that the system is not abused or used for personal business or interests. Pursuant to the District's Technology Acceptable Use Procedure (IT-P002), the District "is committed to protecting its students, employees and the District from illegal or damaging actions by individuals, either knowingly or unknowingly." *See*, IT-P002, paragraph 5.1. The District's electronic mail system is "to be used for business, research and educational purposes in serving the interests of the District's students and staff in the course of normal operations. The use of these tools for personal use or personal business is a violation of this procedure unless expressly approved by the District." The Procedure "applies to students, employees, contractors, consultants, temporaries, volunteers, other workers at WCSD, including all personnel affiliated with third parties, and anyone accessing WCSD systems." *Id.*, paragraph 5.6.

Your repeated actions are in violation of this procedure. Accordingly, the District hereby requests that you cease and desist from any further activity that could violate District procedures and policies. As you are aware, there are other options available to you to communicate any information or opinions you may have regarding District-related issues.

Mr. John Eppolito  
Re: Inappropriate Use of WCSD Electronic Mail System  
May 14, 2010  
Page 2

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Thank you for your anticipated cooperation.

Sincerely,



Randy A. Drake, Esq.  
Lead General Counsel

RAD/ls

cc: Dr. Heath Morrison, Superintendent  
Mr. Pedro Martinez, Deputy Superintendent  
Mr. Rick Borba, Chief School Performance Officer  
Dr. Steve Hull, Chief Public Affairs Officer