

REEDSPORT SCHOOL DISTRICT

REGULATION: WEB-SITE GUIDELINES

CODE: IIBGB-AR

All web pages must follow district guidelines and be approved by the building principal and/or webmaster prior to publication.

Content

All web pages must:

1. Contain name, address and district email address of the author. Student web pages shall use the sponsoring staff member.
2. Be grammatically correct with no spelling errors. Spell checking and proofreading are required.
3. Contain current and accurate information.
4. Include a copyright statement, if appropriate.
5. Contain a created or modified date and the name or initials of the person responsible.
6. Identify district affiliation and contain a link to return to the district's home page.

Links to other than district sites are subject to approval by the webmaster. All links should be checked regularly and revised as necessary.

Use of web pages for financial gain is prohibited.

Standards

Web-page authors shall:

1. Comply with Board policies, administrative regulations, these guidelines and copyright laws.
2. Respect the rights of others.
3. Maintain the privacy of others.
4. Use web sites for academic, educational, and research purposes only.
5. Use conventions of standard English or other languages.

Web-page authors shall not:

1. Display abusive, harassing, libelous, obscene, offensive, profane, pornographic, threatening, sexually explicit or illegal material.
2. Use web site for commercial, purchasing, or illegal purposes.

Disclaimer

The following disclaimer will be published on all district sponsored web pages:

The accuracy and quality of information cannot be guaranteed. The district will not be responsible for any information that may be lost, damaged or unavailable due to technical or other difficulties.

The district has made every reasonable attempt to ensure that the district's web pages are educationally sound and do not contain links to any questionable material or anything that can be deemed in violation of the district's electronic communications policy.

Student Safeguards

1. Web page documents may include only the first name and the initial of the student's last name.
2. Documents may not include a student's phone number, address, names of other family members or names of friends.
3. Published email addresses are restricted to staff members or to a general group email address where mail is forwarded to a staff member.
4. Decisions on publishing student pictures will be made by the supervising teacher, after checking with the school office to determine if the student's parents have objected to such publication.

Maintenance

Maintenance of web pages, including the timely update of information and periodic checks of links, is the responsibility of the author. Web pages not up to date may be removed by the webmaster.

The district reserves the right to remove web pages, and if necessary, access to user accounts, without prior notice, if the content is unacceptable.

Privacy

There shall be no expectation of privacy for information stored on or transmitted with district equipment. The district webmaster may review web pages to maintain system integrity and to monitor appropriate use of district equipment. Illegal activities will be reported to the appropriate authorities.

Clubs and Organizations

Web pages published by clubs and organizations may provide information about extracurricular and other school-authorized activities, as well as general information relating to the district.

Others

The district may allow other organizations, e.g., parent-teacher groups, booster clubs, etc., to publish web pages.

END OF REGULATION

Legal References: ORS 332.107

Family Educational Rights and Privacy Act, sec. 438, 20 U.S.C. sec.
1232g (1988).

Copyrights, Title 17, as amended, United States Code

Cross Reference: Policy IIBGA – Electronic Communications System

Adopted:

Policy10/IIBGB-AR
ck/6/28/00