



Code: **IIBGC**
Adopted: 5/12/97
Revised/Readopted: 10/12/98, 10/08/01, 4/11/11
Orig. Code: BP 8332

Web Policy

- A. District Web Site
1. The district may establish a Web site. Material appropriate for placement of the district Web site includes: district information, school information, teacher or class information, student projects and student extracurricular organization information. Personal, non-educationally-related information will not be allowed on the district Web site.
 2. The superintendent will designate a district Web publisher, responsible for maintaining the official district Web site and monitoring all district Web activity. The Web publisher will develop style and content guidelines for official district and school Web materials and develop procedure for the placement and removal of such material. All official district material originating from the district posted on the district Web site must be approved through a process established by the district Web publisher.
- B. School Web Pages
1. The building principal will designate a school Web publisher, responsible for managing the school Web site and monitoring class, teacher, student and extracurricular Web pages. All official material originating from the school will be consistent with the district style and content guidelines and approved through a process established by the school Web publisher. The school Web publisher will develop additional guidelines for the school Web site.
- C. Teacher Web Pages
1. Teachers may establish Web pages for use with class activities or that provide a resource for parents, students or teachers. Teachers will be responsible for maintaining their class or educational resource sites. Teacher Web pages will not be considered official material but will be developed in such a manner as to reflect well upon the district and school.
- D. Staff Web Pages
1. Staff may develop Web pages that provide a resource for others. Staff will be responsible for maintaining their resource sites. Staff Web pages will not be considered official material, but will be developed in a manner as to reflect well upon the district.
- E. Student Web Pages
1. Students may create a Web site as part of a class activity. Material presented on a student class activity Web site must meet the educational objectives of the class activity.
 2. With the approval of the building principal or Web publisher, students may establish personal Web pages. Material presented in the student's personal Web site must be related to the student's educational and career preparation activities.
 3. It will not be considered a violation of a student's right to free speech to require removal of material that fails to meet established educational objectives or that is in violation of a provision of the Acceptable Use policy or student disciplinary code. However, student material may not be removed on the basis of disagreement with the views expressed by the student.
 4. Student Web pages must include the following notice: "This is a student Web page. Opinions expressed on this page shall not be attributed to the Sweet Home School District or Linn-Benton-Lincoln ESD."
 5. Student Web pages will be removed at the end of the school year unless special arrangements are made. A notice will be provided to students prior to such removal.
- F. Extracurricular Organization Web Pages
1. With the approval of the building principal, extracurricular organizations may establish Web pages. Material presented on the organization Web page must relate specifically to organization activities.
 2. Organization Web pages must include the following notice: "This is a student extracurricular

organization Web page. Opinions expressed on this page shall not be attributed to the Sweet Home School District or Linn-Benton-Lincoln ESD."

G. Web Page Design

1. All district Acceptable Use policy provisions will govern material placed on the Web.
2. Web pages may:
 - a. Contain directory information of students unless parents have submitted in the "Student Information Opt-Out" form, IIBGC-AR, to the principal stating they do not want directory information about their student shared.
 - b. Display photographs or videos of any identifiable individual unless parents have notified the principal in writing not to share their child's directory information.
 - c. Not contain copyrighted or trademarked material belonging to others unless written permission to display such material has been obtained from the owner. There will be no assumption that the publication of copyrighted material on a Web site is within the fair use exemption.
3. Material placed on the Web site is expected to meet academic standards of proper spelling, grammar and accuracy of information.
4. Students may retain the copyright on the material they create that is posted on the Web. District employees may retain the copyright on the material they create and post if appropriate under district policies.
5. All Web pages should carry a stamp indicating when it was last updated and the E-mail address of the person responsible for the page.
6. All Web pages should have a link that will help users find their way to the appropriate home page.
7. Users should retain a backup copy of their Web pages.

END OF POLICY

Legal References:

ORS 30.765	ORS 167.090	OAR 581-021-0050
ORS 163.435	ORS 167.095	OAR 581-021-0055
ORS 164.365	ORS Chapter 192	OAR 584-020-0040
ORS 167.060	ORS 336.222	
ORS 167.065	ORS 339.250	
ORS 167.070	ORS 339.260	
ORS 167.080	ORS 339.270	
ORS 167.087		

Children's Internet Protection Act, 47 U.S.C. Sections 254 (h) and (l); 47 CFR Section 54.520 (2001)
Copyrights, Title 17, as amended, United States Code 19 CFR Part 133 (2000)
Oregon Attorney General's Public Records and Meeting Manual pp. 22-24, Appendix H, Department of Justice (1999)
Drug-Free Schools and Communities Act of 1986, 20 U.S.C. Section 7105
Drug-Free Workplace Act of 1988, P.L. 100-690, Title V, subtitle D, Sections 5151-5160, 102 Stat. 4305-4308
Controlled Substances Act, 21 U.S.C. Section 812, scheduled I through V, 21 CFR 1308.11-1308.15 (2000)
Drug-Free Schools and Communities Act Amendments of 1989, P.L. 101-226, 103 Stat. 1928 et. seq
Americans with Disabilities Act of 1990, 42 U.S.C. Sections 12101-12213; 29 CFR Part 1630 (2000); 28 CFR Part 35 (2000)
Family Educational Rights and Privacy Act, 20 U.S.C. Section 1232g; 34 CFR Part 99 (2000)

Cross References:

EGAAA - Reproduction of All Copyrighted Materials