

GRANITE FALLS SCHOOL DISTRICT

INSTRUCTION

POLICY 6077: Web Site Use and Content Development

The Granite Falls School District recognizes the value of web sites as informational and educational tools. A school web site provides the District with unique opportunities to interact with the community, improve student learning, improve community relations, foster creativity, and demonstrate student achievement. The District will create and maintain a web site for the following purposes:

- To support the District's Strategic Plan;
- To give the community a means to communicate effectively with schools and personnel;
- To serve as a communication tool regarding classroom activities for students and their families;
- To allow the District and individual schools the opportunity to provide current and complete information to its students, parents, staff, and community;
- To provide the community with information about District policies, curricular and extra-curricular programs, opportunities for students, student and staff achievements, calendars, lunch menus, school schedules and operations, employment opportunities, and more;
- To provide new avenues for teachers to help students meet high standards of performance.

Certain standards will govern the posting of information on the District's web site:

- Web pages must serve one or more of the District's stated purposes above;
- Web page content and construction must comply with all applicable federal, state and local laws as well as policies established by the District;
- Web pages must reflect high standards of content, design, respectability, and appropriateness for the Granite Falls School community;
- The District web site may not be used for any commercial promotional activity;
- The District web site may not be used for general fund internal or external fundraising. Fund raising for ASB activities will be allowed and require Superintendent approval.

Authorization and Control

The Superintendent shall designate an individual(s), referred to as the District Webmaster, to be responsible for developing and maintaining the official district web page, providing content, creating school web pages, creating user accounts and assigning access, monitoring all district web page activity, and adhering to sound principles of web page design, style and content.

Building level administrators will identify and designate individual(s), referred to as Webpage Manager(s), to be responsible for maintenance and development of building level web pages not maintained by the Webmaster. The Web Manager is responsible for managing and supervising all Web User activity (in the subpages under the building's main webpage) and will manage the accessibility of all users for their building.

Staff members who manage or maintain sub-web pages of the building level web page will be referred to as the Web Users and will work under the supervision of the Webpage Manager. Staff members who established their own sub-webpage will be distinguished as Lead Web Users. The monitoring of student activity on a district webpage is the responsibility of a Supervising (Staff) Web User or the Lead Web User.

Students who have access to add, edit or maintain content on webpages will also be referred to as Web Users. All material and content posted to a district webpage by a student must be approved by the Supervising (Staff) Web User. Student activity on a district webpage that is not authorized or approved is prohibited.

Access entails responsibility and is a privilege, not a right. All developers, managers and users of the website will:

- Be informed of their rights and responsibilities as users of the District website prior to gaining access to a webpage;
- Comply with all federal and state laws, regulations and Granite Falls School District policies;
- Follow the guidelines and regulations set forth in policies 6077, 6078, 6079 for acceptable use, networking, quality control, internet safety, copyright laws, security & privacy, filtering & monitoring, FERPA, disciplinary action, and any other district criteria set forth by the Granite Falls School District;
- Agree to abide by the terms within the Network Use Agreement and Web Publishing Agreement.

CROSS REFERENCE:

Policy 6077, 6078, 6079, 6080 6082

ADOPTED: JUNE 18, 2014

AMENDED: NOVEMBER 5, 2014