

## School District Web Page

**Code 605.7.1R**

School district web sites will provide current and useful information regarding school district programs, activities, calendars and operations. Information will be appropriate for internal and external audiences. The content of the web site may include school district mission, goals, school improvement plan and annual report to the community; school news; board materials such as meeting agendas, minutes and policies; lunch menus; transportation schedules; inclement weather notices; parent conferences; student handbook; and links to other educational organizations.

Administrative Regulation Issues to Consider

### **Confidentiality**

To what extent will the school district publish personal information about students?

Will the school district's directory information policy apply equally to web site as it does other school district items?

If your school district directory information policy allows you to publish photographs without prior parental consent, will you also publish on the web site? Will you get a second parental consent for web site photographs?

Even though employee names, school phone numbers and e-mail addresses are public records, nothing requires school districts to publish that information on the web site – to what extent, if at all, will your district publish this information?

Will the web site include addresses, phone numbers or e-mail addresses of school board members?

### **Quality Control**

Who is responsible for controlling the web site?

To what extent are others, teachers, students, etc., allowed to control or add items on the web site?

Who is allowed to post on the web site, with or without another's permission or consent?

Who is responsible for maintaining timeliness of issues, weeding off outdated postings?

Will the district allow staff to have their own web sites separate from the official school district one?

### **Advertising**

Will the board allow outside groups to advertise on the web site?

Will it limit advertising to education related groups or organizations?

How will it charge for advertising?

How will advertising be monitored for timeliness?

### **Links**

Will the web site contain links to other sites?

To what types of other sites will the web site link? Education related, local community, etc.?

## **Content**

Will student work be posted on the web site?

Who is responsible for monitoring copyright and trademark issues?

If your board determines to consider student articles on the web site as protected by Iowa Code § 280.22, consider adding a disclaimer:

Student expression on the school district web site will not be deemed to be an expression of the school district. The school district, the board, and the employees or officials are not liable in any civil or criminal action for any student expression made by students unless the employees or officials have interfered with or altered the content of the student expression.