

Policy on Facebook and Social Networking Websites

The Superintendent and the School Principals will annually remind staff members, and orient new staff members, concerning the importance of maintaining proper decorum in the on-line, digital world as well as in person. Employees must conduct themselves in ways that do not distract from or disrupt the educational process. The orientation and reminders will give special emphasis to:

1. Improper fraternization with students using Facebook and similar internet sites or social networks, or via cell phone, texting, telephone or other electronic communication.
 - a. Staff members may not list current students as “friends” on networking sites unless hosted or approved by the District.
 - b. All e-contacts with students should be through the district’s computer and telephone system, except in emergency situations.
 - c. All contact and messages by coaches with team members shall be sent to all team members, except for messages concerning medical or academic privacy matters, in which case the messages will be copied to the athletic director and the school principal.
 - d. Staff members will not give out their private cell phone or home phone numbers to students without prior approval of the district.
 - e. Inappropriate contact via e-mail or phone is prohibited.
2. Inappropriateness of posting items with sexual content.
3. Inappropriateness of posting items exhibiting or advocating use of drugs and alcohol.
4. Examples of inappropriate behavior to avoid.
5. Monitoring for improper use of district computers and technology.
6. The potential for penalties, including dismissal from employment, for failure to exercise good judgement in on-line conduct.

The Superintendent or his/her designees may periodically conduct internet searches to see if staff members have posted inappropriate materials on-line. When inappropriate use of computers and websites is discovered, the School Principals and Superintendent will promptly bring that inappropriate use to the attention of the staff members and may consider and apply disciplinary action, up to and including termination.