

**OREGON SCHOOL DISTRICT
BOARD OF EDUCATION
POLICY COMMITTEE MEETING
2025-26**

DATE: Monday, June 15, 2026
TIME: 5:30 P.M. - 6:30 P.M.
PLACE: District Office Meeting Room
123 E. Grove Street, Oregon, WI 53575

Order of Business

Call to Order

Roll Call

Proof of Notice of Meeting and Approval of Agenda

Approval of Minutes of Previous Meeting(s)

AGENDA

A. Public Comment Regarding Agenda Items

B. Old Business

1. Policy 770 - Staff and Volunteer Communication With Students

C. New Business

1. Policy 771 - (Cellular Phones 2026-27)

D. Future Business:

1. Employee Handbook 2026-27
2. 551: Employee Travel
3. 418: Online Learning
4. 814: Student Fundraising

E. Future Meeting: To Be Determined

F. Adjournment

Notice is hereby given that a majority of the Oregon School Board may be present at the meeting of the Policy Committee scheduled to discuss subjects over which they may have decision-making responsibility. This constitutes a meeting of the Board and must be noticed as such although the Board will not take any formal action at this meeting.

Go to <https://www.oregonsd.org/district/school-board> for the most updated version agenda.

Public Comment

[Board Policy 181](#) provides an opportunity for the public to address the Committee. We value the public comment period and feedback from our stakeholders. To comply with the Open Meetings Law and to ensure consistency, public comment will have the following parameters:

- Total public comment time is limited to 15 minutes. Speakers will have up to three minutes in which to make their comments. Ms. Jonen will signal the speaker when their time is up.
- The Committee will not comment after each speaker and will reserve discussion to any items on the agenda. Speakers are welcome to stay for the meeting.
- Next steps following public comment may include: referral to the appropriate administrator for follow-up with the speaker or placement of the matter on a future Committee or Board agenda.

MINUTES OF THE POLICY COMMITTEE OF THE SCHOOL BOARD OF OREGON SCHOOL DISTRICT HELD ON MAY 18, 2026

The regular meeting of the Policy Committee of the School Board of the Oregon School District was called to order by Heather Garrison at 5:30 p.m. at the District Office, 123 E. Grove Street, Oregon, WI 53575.

Committee Members Present: Heather Garrison and Matthew Ledbetter

Absent: Dr. Caleb Bush

Other Board Members Present: Leslie Wright and Troy Pankratz (arrived at 5:10 p.m.)

Administrators present: Jina Jonen, Dr. Leslie Bergstrom, Dr. Shannon Anderson and Erika Munding

Others Present: Angela Seger, OEA President

Proof in the form of a certificate by the Oregon Observer of communications and notice given to the public and the Oregon Observer, and a certification of posting as required by Section 19.84 Wisconsin Statutes as to the holding of this meeting was presented by Heather Garrison.

Mr. Ledbetter moved to approve the agenda as posted. Mr. Ledbetter voted yes. Ms. Garrison voted yes. Motion approved 2-0.

A. Public Comment: None

B. Old Business:

1. None

C. New Business:

1. Policy 770 - Staff-Student Communication: Discussion held. The Committee directed Ms. Jonen to bring a revised policy back to Committee. The preferred timeline is for the Committee to meet and bring for Board approval at the July 13 Board meeting.

D. Future Business:

1. Employee Handbook 2026-27

2. 551: Employee Travel

3. 418: Online Learning

4. 814: Student Fundraising

E. Future Meetings: To Be Determined

F. Adjournment: Mr. Ledbetter moved to adjourn. Mr. Ledbetter voted yes. Ms. Garrison voted yes. Motion approved 2-0. The meeting adjourned at 6:29 p.m.

Board Policy 770: Staff and Volunteer Communications with Students

770.01 Purpose

The Board of Education recognizes that employees and volunteers serve as role models for students and are expected to maintain professional boundaries and appropriate communications with students at all times. Pursuant to Wis. Stat. §118.07(7), the Board adopts this policy governing verbal and written communications when employees or volunteers are **acting in their official capacity**. It applies when employees and volunteers, in their official capacity, are communicating with students, including:

- students who are enrolled in the District; or
- students who are attending community education courses; or
- students participating in co-curricular activities and school-to-work programs; or
- students participating in a home-based private educational program or other schools not under the control of the District.

This policy applies to communications occurring during or outside school hours and regardless of whether the communication occurs on District property, through District-owned devices, personal devices, or through electronic or social media platforms.

Hourly support staff, such as custodians, educational assistants, and food service staff, as well as third-party contractors, such as bus contractors and drivers, should not communicate, in their official capacity, with students electronically outside of work time unless they are approved to do so in writing by a school administrator.

770.02 Definitions

Employee: any person employed by the District or who the District contracts with for services provided to students, including substitutes, temporary staff, and contracted service providers acting on behalf of the District, including 4K staff, bus drivers and contractors.

Volunteer: Any individual authorized by the District to provide services or activities involving students without compensation, including board members, classroom volunteers, chaperones, coaches and mentors.

Official capacity: Acting within the scope of the person's employment, assignment, duties, responsibilities or authorized volunteer activities on behalf of the District.

Communication: Any exchange of information by verbal, written, electronic, or digital, including but not limited to email, text messages, messaging applications, social media, online platforms, phone calls, video conferencing or written notes.

Grooming: a course of conduct, pattern of behavior, or series of acts with the intention to condition, seduce, solicit, lure, or entice a child for the purpose of engaging in sexual intercourse or sexual contact, or for the purpose of producing, distributing, or possessing depictions of the child engaged in sexually explicit conduct. This includes:

- verbal comments, suggestions, or conversations of a sexual nature directed toward a student;
- inappropriate or sexualized physical contact or attempts to initiate such contact;
- written, electronic, or digital communications, including using text messages, emails, social media, or online platforms, to seduce, solicit, lure, or entice a student;
- provision or promise of gifts, favors, privileges, attention, or other items of value with the intent to lower a student's inhibitions, gain trust, or create emotional dependence;
- an act intending to isolate a student or to encourage a student to separate, from family, peers, or guardians; and/or
- use of a computer, online service, Internet service, local bulletin board service, or any device capable of electronic data storage or transmission to contact a student, a student's guardian, or any person believed by the actor to be a student or a student's guardian.

770.03 Standards for Appropriate Content

Employees and volunteers shall maintain communications with students that are professional, school-related and age-appropriate. Appropriate communications may include, but are not limited to:

- instructional or academic matters;
- school-sponsored activities;
- co-curricular activities;
- scheduling and logistics;
- student wellness or safety concerns; or
- behavior or attendance matters.

Employees and volunteers shall not engage in communications with students that is unprofessional, including but not limited to, communications that:

- are done outside the approved communication channels;
- are sexual, explicit, suggestive, profane, discriminatory, harassing, threatening, intimidating or contain hate speech;
- encourage secrecy from parents, guardians or school administrators;
- involve romantic or sexual advances;
- involve excessive personal disclosures unrelated to educational purposes;

- involve comments on a student's appearance or dress that have no legitimate school-related purpose; or
- encourage illegal conduct or violations of Board policy or school rules.

770.04 Standards for Appropriate Methods of Communication

Employees and volunteers are expected to use District-approved communication methods when communicating directly with students. Appropriate methods of communication are:

- District's email account and Google chat;
- District-approved communication application such as ParentSquare / StudentSquare;
- District-approved learning management systems, including Infinite Campus;
- communication that is distributed to the student at school, in direct connection with a District-sponsored activity or mailed to the student through the school to the student's current mailing address.
- communication that is delivered to a student through the student's parent or guardian; or
- other communication systems expressly authorized by the District in writing.

Employees and volunteers shall not:

- use disappearing or encrypted messaging applications for communications with students;
- use personal social media accounts to communicate with students;
- engage in secretive communications with students;
- use anonymous or hidden accounts to communicate with students;
- circumvent District oversight or monitoring expectations; or
- communicate, including texting, with students or parents outside of the approved communication methods as defined in this policy.

Employees and volunteers shall not initiate or accept personal social media connections with students unless the student is a family member, or the employee or volunteer have a connection with the student that is independent of their official capacity. Employees and volunteers who currently maintain personal social media connections with students not subject to these exceptions shall discontinue those connections.

770.05 Reporting

Any employee or volunteer who becomes aware of conduct that may violate this policy shall promptly report the conduct to an administrator, principal, supervisor or other designated District official, and comply with any mandatory reporting obligations under Wisconsin law or Title IX.

Any employee or volunteer who receives a report that alleges any of the following:

- sexual misconduct by an employee or volunteer involving a student;
- that an individual who has been convicted of a serious child sex offense has engaged in an occupation or participated in a volunteer position that requires the individual to work or interact primarily and directly with children; or
- a sex offender has intentionally captured a representation of a student without the written consent of the parent/guardian

must immediately notify the Title IX Coordinator and their school administrator. In accordance with Wisconsin law, the Title IX Coordinator and/or the administrator must notify the parent/guardian, in person or by phone, including voicemail, no later than one of the following, whichever is applicable:

- if the report is received on a school day before the end of regularly scheduled instruction, 5 p.m. on that day.
- if the report is received on a school day after the end of regularly scheduled instruction or on a day that is not a school day, by noon of the next calendar day.

Retaliation against an individual who reports concerns in good faith is prohibited, and will be subject to disciplinary consequences, up to and including termination or removal from volunteer status.

770.06 Violations and Consequences

Violations of this policy may result in disciplinary action, up to and including termination of employment or removal from volunteer status. Disciplinary measures may include:

- verbal or written reprimand;
- corrective action plans;
- suspension;
- reassignment, demotion or restriction of duties;
- non-renewal; or
- termination.

The District will also refer matters to child protective services, law enforcement, the Wisconsin Department of Public Instruction, or applicable licensing authorities when appropriate.

770.07 Training

Beginning with the 2026-2027 school year, the District shall annually provide employees training regarding identifying, preventing and reporting grooming behaviors and professional boundary violations. Employees must complete the assigned training within the District's specified time period or be subject to disciplinary action, up to and including termination.

Legal References: [Section 48.981](#), [Section 115.31](#), [Section 118.07\(6\)](#), [Section 118.07\(7\)](#),
[Section 948.072](#) [Section 948.072](#), [Section 948.098](#), [Section 995.55](#), [47 U.S.C. §§254\(h\) and](#)
[254\(l\)](#). [47 C.F.R. §54.520](#)

Adopted: _____, 2026

771: Electronic Communications

- 771.01** – The Oregon School District (“District”) values an educational environment that is safe, welcoming and conducive to learning for each and every student. The District also values the use of technology in education to prepare students to live, learn and work in an ever evolving technological society. Part of the District’s Portrait of a Graduate is for its learners to employ the responsible use of technology and to have the ability to effectively communicate with others via a variety of mediums. The District seeks to balance the benefits of electronic communications and technology along with ensuring a learning environment where students are engaged and ready to learn. The District also seeks to support the Whole Child and reinforce the use of technology in a way that positively impacts its students’ mental health.
- 771.02** In alignment with its values, the District offers students, staff, board members and others access to the District’s electronic communication system (“ECS”) to assist in instruction, perform work assignments, conduct research and collaborate and communicate with others. The ECS includes, but is not limited to, computers, chromebooks, tablets, scanners, pagers, printers, fax machines, e-mail, Internet access, text messages, apps, social media, phones, radios, headphones, earbuds, mifi devices and voicemail.
- 771.03** The ECS is the sole property of the District. The District owns all electronic communications transmitted by, received from, or stored in the ECS. Users have no expectation of privacy with regard to the use of the ECS or information, messages, files and other data stored on District systems. The District may access, search, monitor and/or disclose to appropriate authorities any communication at any time without prior notice being given. The District may also disclose all communications to members of the public under the Wisconsin Public Records Law or other laws that may apply.
- 771.04** The District also offers students, staff and others the limited ability to possess and use personal wireless communication devices (PWCD) at school, at school-sponsored events and on school-provided transportation. A PWCD is defined as a portable wireless device that is capable of providing voice, messaging, or other data communication between two or more parties. PWCD includes, but is not limited to, cellular phones, tablet computers, laptop computers, chromebooks, gaming devices, smart watches, headphones, earbuds and other similar devices.
- 771.05** Research and best practices support that cellular phones in the classroom have a negative impact on student learning. Students who frequently use their cell phones in class tend

to have lower academic performance. Similarly, multitasking with cell phones negatively affects information retention and understanding. Cell phones disrupt the classroom environment, making it challenging for teachers to maintain control and for students to focus. Cell phones can also lead to increased incidents of cheating and reduced participation in class discussions. Excessive cell phone use has also been linked to increased anxiety and stress among students. In order to provide an instructional environment most conducive to student success, except as specified in administrative guidelines below, learners' PWCD must be OFF AND AWAY - meaning they are powered off or in a do not disturb mode and are stored away in the designated location.

- For students in grades pre-kindergarten through 6th grade, PWCD must be off and away all day. This means the first bell to the last bell, including during lunch, recess and passing times.
- For students in grades 7-12, PWCD must be off and away during academic time. Academic time means all times students are scheduled to be in class, including connections and study hall.

771.06 Individuals assume the risk and are solely responsible for any possession or use of their PWCD. The District is not responsible for any cost associated with PWCD, such as accrued data charges, loss, theft, damages, repairs or misuse of any device. PWCD may be searched or confiscated by school officials if there is reasonable suspicion of a violation of Board policies, administrative guidelines or other school rules and/or federal, state or municipal law.

771.07 Individuals are prohibited from using PWCD in locations where there is an expectation of privacy such as restrooms, locker rooms and health offices, and from using PWCD during all safety drills. Individuals are prohibited from using ECS in areas where there is an expectation of privacy, and during safety drills, except as necessary to complete their job duties.

771.08 Unauthorized Recording: Individuals may not use any device to photograph, record, transmit, or post photos or videos of a person or persons on school grounds or school-provided transportation without permission of the individuals in the photograph or recording and express permission from an administrator, except for events open to the public.

771.09 – Access to ECS and PWCD is a privilege and not a right. The District expects that all users will use the ECS and PWCD in a responsible and ethical manner and in conformance with Board policies, administrative guidelines, family handbooks or other District rules or directives. The District reserves the right to restrict or revoke any person's authorization for use and access to ECS or PWCD at any time for any reason.

771.10 The District shall adopt administrative guidelines ensuring the responsible use of ECS, PWCD and other technology that are consistent with the District's mission and values, and Board policies, and provide notice of this Policy and guidelines annually.

Legal reference: Wis. Stat. sections 120.12(2), 120.13(1), 118.258, 175.22, 943.70, 947.0125, Federal Copyright Law, Privacy Act of 1974, <https://docs.legis.wisconsin.gov/2025/related/acts/42.pdf>

Resources: Huey and Giguere. Innovative Higher Education 2023. The Impact of smartphone use on course comprehension and psychological well-being in the college classroom. [The Impact of Smartphone Use on Course Comprehension and Psychological Well-Being in the College Classroom](#)

Adrian F. Ward, Kristen Duke, Ayelet Gneezy, and Maarten W. Bos. Journal of the Association for Consumer Research 3 Apr 2017. [Brain Drain: The Mere Presence of One's Own Smartphone Reduces Available Cognitive Capacity.](#)

Candida Fink MD. Psychology Today. 26Jul24. [Should Students Have Cell Phones at School?](#)

Adopted: July 24, 2000

Revised: January 22, 2001; May 21, 2001; August 19, 2002; June 11, 2007; September 24, 2012; June 10, 2013; March 24, 2025

Policy 771 - Electronic Communications Administrative Guidelines

771.11.01: Personal Wireless Communication Devices (“PWCD”)

A. All use of PWCD on school grounds, at school sponsored events and on school provided transportation must be in accordance with Board policy, administrative guidelines, family handbooks and other applicable rules. Staff and students are discouraged from bringing their own PWCD or other personal technology to school, and do so at their own risk. The District is not responsible for any loss, theft or damages to personally-owned technology.

Unless specified below, staff shall not use student’s PWCD as part of their curriculum, nor allow or incentivize the use of student’s PWCD during class time, including study halls.

Students may use PWCD on school-provided transportation to and from school if such use is silent and not disruptive to others.

In grades 4K-8, staff and volunteers shall not require the use of student’s PWCD as part of school-sponsored events, athletics and other co-curricular activities. In grades 9-12, staff and volunteers shall recognize that students may not have access to PWCD, and take reasonable measures to provide alternatives.

1. Students in grades pre-Kindergarten - 6th Grade: OFF AND AWAY ALL DAY
 - a. Except as provided below, students may not use PWCD during the academic school day. The academic day means the first bell to the last bell, including during lunch, recess and passing times.
 - Students may possess or use PWCD during the academic day if part of an approved health plan.
 - Students may wear smartwatches only if not being used as a communication device, such as being used as a watch or pedometer. They cannot be used as a communication device during the academic school day.
 - Students may use personal wired headphones for instructional purposes at the direction of school staff.
 - b. Students are encouraged to leave all PWCD at home. If at school, all PWCD must remain in student lockers or cubbies during the academic school day. PWCD should not be kept in pockets, jackets or otherwise be on the student’s person.
 - c. During the academic school day, students who need to be in contact with their family should ask permission to use a school phone. Families are welcome to contact the school’s main office if there is an urgent message that must be relayed to their student.

2. Students in grades 7-12: OFF AND AWAY DURING ACADEMIC TIME

a. Except as provided below, students may not use PWCD during academic time. Academic time means all time the students are scheduled to be in class, including connections and study hall.

- Students in grades 7-8 may use PWCD during lunch provided such use is silent and not disruptive to others.
- Students in grades 9-12 may use PWCD during lunch and during the OHS Responsibility and Privilege (RAP) Study Hall provided such use is silent and not disruptive to others.
- Students may use personal wired headphones for instructional purposes at the direction of school staff.
- Students may possess or use PWCD during the academic day if part of an approved health plan.
- Students may wear smartwatches only if not being used as a communication device, such as being used as a watch or pedometer. They cannot be used as a communication device during academic time.
- Students in the 18-21 year old program may use PWCD when approved by the teacher as part of the curriculum in order to learn life skills.

b. Students are encouraged to leave all PWCD at home or in a locker. If students choose to bring a cellular phone to class, the cellular phone must be turned off or be in a do not disturb mode, and be placed in the designated caddy in the classroom prior to the start of class. Students will be able to retrieve the cellular phone at the end of class. All other PWCD should be securely stored in the student's locker or backpack. PWCD should not be kept in pockets, jackets or otherwise be on the student's person.

c. During academic time, students who need to be in contact with their family should ask permission to use a school phone. Families are welcome to contact the school's main office if there is an urgent message that must be relayed to their student.

771.11.02 Consequences

Below is the District's general protocol for addressing students who are not meeting expectations; the District may address student behavior at any level depending on the situation and severity.

First Time Not Meeting Expectations (Educate & Redirect):

- The Educator will follow up with the student and reinforce the classroom expectations regarding OFF and AWAY. The student **must** place their PWCD in the caddy for the remainder of the period.
- If a student refuses, the Educator will contact an Administrator.

Second Time (Contacts Family):

- The Educator will follow up with the student and reinforce the classroom expectations regarding OFF and AWAY. The student **must** place their PWCD in the caddy for the remainder of the period.
- The Educator will write the referral in IC for Inappropriate Use of Personal Technology.
- The Educator will communicate with the home adults about the second offense.

Third Time (Meet with Administrator, Loss of Phone Privileges):

- The Educator will call the Main Office and send the student to the Main Office to work with an Administrator.
- The Administrator will write a referral in IC for Inappropriate Use of Personal Technology and contact the family.
- The student device will be held in the main office until the end of the school day.

Fourth Time (Technology Plan):

- Same as the third time; and
- The Administration will create a technology plan with the student and family to outline the timeline for keeping the phone at home, or turn their phone into the office at the beginning of each day. The Administration will develop this plan with the student and guardian. The Administrator will communicate the plan with all of the s of the student.

Refusal to Follow Expectations (Discipline):

- If the student refuses to put the PWCD in the caddy, the Educator will call the main office and send the student to the Main Office to work with an Administrator. The Administrator will call home. Students must turn the device into the main office for the remainder of the day.
- Failure to meet expectations may result in a disciplinary consequence, up to and including suspension and/or expulsion.

771.12: Prohibited Use of ECS

The following uses of ECS are prohibited:

- 771.12A: Downloading, displaying, viewing, posting, accessing or attempting to access, storing or transmitting any images, cartoons, messages or other materials which are sexually explicit, contain nudity and/or that may be construed as bullying, disparaging, threatening, harassing, offensive, intimidating, or discriminating against others as defined in Policy 157.
- 771.12B: Personal use that interferes with the employees' performance of duties, the performance of other District users, or which otherwise disrupts the educational environment or operations of the District. Exempted from this policy are communications undertaken by officers of the Oregon Education Association that are necessary for the furtherance of Union business or communication.
- 771.12C: Use for political or advocacy purposes.
- 771.12D: Posting commercial notices other than on the District's designated electronic bulletin board.
- 771.12E: Use which is illegal, including violating copyright, gambling and pornography laws.
- 771.12F: Damaging any component of ECS or the District's hardware or software.
- 771.12G: Using excessive file storage space.
- 771.12H: Unauthorized accessing or attempting to access or revealing confidential District information, including personnel records, medical records, identification numbers, account numbers, passwords, access codes, personal contact information and/or financial information.
- 771.12I: Sharing your password, using another person's password or accessing or attempting to access another user's password, data, messages or other ECS material.
- 771.12J: Changing computer configuration in any way that allows users to bypass parent/guardian approval for computer use, Internet filtering, or copyright compliance controls
- 771.12K: Reposting a message that was sent to the user without permission of the person who sent the message

771.13 – Computer Configuration and Operational Procedures

- 771.13A: All computer files downloaded via e-mail attachment or in any other manner to the ECS must be scanned for viruses. No software may be downloaded without proper authorization.
- 771.13B: Staff or students must immediately notify their teacher or immediate supervisor and technology department of any loss or theft of District-owned technology equipment.

771.14 – Confidentiality

- 771.14A: All employees must protect the confidentiality of identifiable student information and not release information unless authorized to do so.
- 771.14B: All confidential business information belonging to the District may not be transmitted unless appropriate measures are taken to protect confidentiality.
- 771.14C: To protect confidentiality, staff will only have access to their google drive and email through the end of the month of their last day at work unless use is otherwise restricted by the Superintendent, Director of Human Resources or Director of Technology.

771.15 – Bathrooms and Locker Rooms

- 771.15A: Subject to state law and Board Policy, all persons have a reasonable right to privacy in bathrooms, locker rooms and other areas where they may in a state of undress. No person shall use the ECS or PCWD in any bathroom or locker room without the advance, express written permission of a District Office Administrator or in the case of a material threat of health or safety to staff or students.
- 771.15B: No person may use the ECS or PCWD to capture, record or transfer a representation of a nude or partially nude person.
- 771.15C: No person who is not a staff member may enter or remain in a locker room to interview or seek information from any individual in the locker room.

771.16 – Ensuring Access to Appropriate Online Material

- 771.16A: The District shares responsibility for control over access to inappropriate Internet materials. In light of that responsibility the District utilizes hardware and software that is designed to filter and block inappropriate sites and high risk activities.
- 771.16B: Under the Children’s Internet Protection Act and the Student Handbook, the District will monitor the online activities of all students. The District will also educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response. The District reserves the right to block sites that do not enhance classroom activities. This filtering will at a minimum meet the requirement of the Children’s Internet Protection Act to provide protection from obscene, pornographic and other materials considered harmful to minors. The use of filtering hardware and software is not infallible. Objectionable material may be accessed notwithstanding our efforts to block such content. The use of an Internet filter does not diminish the user’s personal responsibility to use the network in conformance with the standards in this policy. Anyone seeking to remove a site from the blocked list must submit that request in writing to the building administrator. The building administrator shall consult with the

technology director to determine whether to remove the site from the blocked list. The decision to remove the block will be based on whether the educational value of the site outweighs the inappropriate nature of the site, the content from the site enhances the curriculum and the availability of the content from other sources. If removal of the block is granted, the block shall be removed for the shortest time necessary to accomplish the educational mission involved. A denial of the request to remove the block may be appealed to the Superintendent whose decision shall be final.

- 771.16C: If a user inadvertently becomes connected to a site that contains any material with prohibited content, the user must disconnect from that site immediately and inform his or her supervisor of the incident.

771.17 – Social Media

- 771.17A: Definition: Social media is generally defined as web applications and other online means of communication that allow users and organizations to connect, communicate, and share information, such as Facebook, Instagram, X, LinkedIn, and Google Apps for Education.
- 771.17B: Use of Social Networking applications For Educational Purposes: The District understands that technology is dynamic and encourages the use of technology to assist with student learning. Social networking applications for educational purposes shall be used under the following guidelines:
 1. The applications shall only be used for professional development or educational (not personal) purposes.
 2. Comments, posts or other content must be professional in nature, age appropriate and in compliance with all Board policies.
 3. Online behavior should reflect the same standards of honesty, respect and consideration that are used in direct contact communication.
 4. The District may remove or block any content which, and/or users who, are not professional in nature or do not comply with Board policies.
- 771.17C: Use of Social Networking applications for Personal Use: The District respects the right to use social networking applications during non-work time. Employees are permitted to use the ECS for limited personal use of social networking applications subject to the terms of this policy.

If persons engage in social networking on their own time, outside of work, the District generally will not regulate such conduct. However, the District may monitor and regulate social networking applications use where:

1. The person chooses to identify him/herself as an employee or representative of the District and the subject matter of the communication is regarding a matter of personal interest and not a matter of interest to the general public;

2. The activity occurs through use of ECS or other District property or technology or during work time;
 3. The activity affects the employee's job performance or the performance of others;
 4. The activity involves or relates to District students;
 5. The activity is harmful to the District's interests and/or there is a nexus to an individual's employment; or
 6. The activity does not comply with Board policies.
- 771.17D: When using a social networking application for personal use, the District requires that employees observe the following:
 1. Employees shall be personally responsible for the content they publish on their social networking applications.
 2. Employees are encouraged to consider whether their social networking applications present an image they want to portray to others, including colleagues, parents and community members.
 3. Employees should not "friend" or otherwise communicate with students enrolled in the District through personal social networking applications unless they are the student's legal guardian. All employees are expected to maintain appropriate boundaries with District students.
 4. Employees shall not disclose District information that is confidential or proprietary. This specifically includes images, information or comments regarding students. Employees shall not post pictures of students on their personal pages that are taken as part of the school day or at events that are not open to the public. If an employee has any doubts regarding the release of information, consult a supervisor.
 5. Employees shall not reference personally identifiable information concerning students in any way unless specifically approved by his or her supervisor. This includes pictures, videos or posting of student work. The release or publication of any student information or images is limited to what has been approved by the student's parents/guardians.
 6. Employees shall honor the privacy rights of the District's current employees by seeking their permission before writing about or displaying internal District happenings that might be considered to be a breach of their privacy or confidentiality.
 7. Employees shall not produce content that states or implies that the employee's opinions reflect the opinions of the District or are endorsed by the District. Employees may want to consider creating a statement such as "The postings on this application are my own and don't necessarily represent the District's positions or opinions."

771.18 – Violations may result in the District taking appropriate action, including the following:

- 771.18A: Restriction or revocation of the use of ECS;
- 771.18B: Conference with an administrator;
- 771.18C: Disciplinary action up to and including termination;
- 771.18D: Notification of law enforcement or other agencies;
- 771.18E: Notification of parents/guardians; and/or
- 771.18F: Recommendation for student suspension or expulsion.

771.19 – Technology items obtained as a school-sponsored activity or grant belong to the District and are not the property of the staff member. This includes but is not limited to software applications and hardware devices.