



"LEADERSHIP IN PUBLIC SCHOOL GOVERNANCE"

JOHN H. ASHLEY, EXECUTIVE DIRECTOR

122 W. WASHINGTON AVENUE, MADISON, WI 53703  
PHONE: 608-257-2622 FAX: 608-257-8386

From the WASB Policy Service. . .

Attached you will find the policy information that you requested.

Please keep in mind that sample policies from Wisconsin school districts are included for demonstration purposes and are not necessarily recommended or endorsed by the WASB. We do recommend that you consult your school district legal counsel prior to adoption of school board policies.

WHEN USING SAMPLE POLICIES FROM OTHER WISCONSIN SCHOOL DISTRICTS AS AN INFORMATION RESOURCE, PLEASE KEEP IN MIND THAT SUCH POLICIES SHOULD BE USED AS EXAMPLES ONLY. THEY SHOULD BE CAREFULLY REVIEWED AND ADAPTED TO MEET THE NEEDS OF YOUR DISTRICT.

To help ensure that policies adopted can and will be implemented, school boards may want to consider the following basic questions before adopting a policy:

- (1) Does the policy have a legitimate educational purpose and meet the community's needs?
- (2) Is the policy consistent with relevant state and federal laws and regulations, provisions of current collective bargaining agreements, if applicable, and other district policies?
- (3) Is the policy reasonably clear and specific enough to provide the administration with necessary guidance?
- (4) Can the policy be implemented in the district using available staff and other resources?

**Sample Language Addressing Use of Social Networking Sites,  
Blogging, Chat Rooms, etc.**

**Sample 1:** The network firewall is programmed to block access to, among others, popular social networking sites (MySpace, Facebook, etc.) for the safety of students. Students are also prohibited from using Instant messaging software or services (AOL Instant Messenger, iChat, Google Talk, etc.) while using the District network unless directly related to classroom activities and only under the direct supervision of a teacher.

**Sample 2:** Students may use email, Instant messaging, chat rooms, blogging, or other online services on school district computers/network systems for educational purposes. Students are allowed to access social networking sites such as Facebook, MySpace or Flickr for class-related use; however, personal use is restricted unless authorized by staff.

**Sample 3:** : Certain Web 2.0 services, such as social networking sites, wikis, podcasts, RSS feeds and blogs that emphasize online educational collaboration and sharing among users, may be permitted by the District. However, such use must be approved by the Technology Coordinator or designee, followed by training authorized by the District. Users must comply with this policy as well as any other relevant policies and rules during such use.

**Sample 4:** Users must not deliberately visit a website known for unacceptable material or any material that is not in support of educational objectives. Students must not access social networking sites such as MySpace and Facebook via school district computers/network systems, except for educational purposes under teacher supervision.

**Sample 5:** The use of online chat rooms, wikis, blogs, forums and other Web 2.0 tools will be allowed only in controlled, teacher supervised settings, and for valid instructional purposes. All other use is prohibited.

**Sample 6:** Teachers may allow individual students to use email, electronic chat rooms, instant messaging, social networking sites (i.e. MySpace and Facebook) and other forms of direct electronic communications for educational purposes only and with proper supervision. If a student uses his/her personal email accounts and social networking sites on a school computer, the teacher must monitor all communications and have access to the student's username password for such account.

**Sample 7:** The use of off-campus resources including webpages, social networking sites, or Web 2.0 sites that subsequently cause "material disruption" at school is prohibited, and the responsible student will be disciplined in accordance with established procedures