

## Staff Information for Distance Learning for All

The following information is language from RSD Board Policy. Please ask your principal or supervisor for clarification, when necessary. All district Acceptable Use Policy provisions will govern material placed on the web.

## Board Policy IIBGA Highlights

### System users will:

1. Follow the same standards for communicating online that are expected in the classroom and consistent with board policy and administrative regulations.
2. Take pride in communications. Check spelling and grammar.
3. Cite all quotes, references and sources.
4. Remember, there is no expected right to privacy when using e-mail. Others may read or access mail.

## Board Policy IIBGB Highlights

### Web pages shall not:

1. Contain the full name, address, or phone number of students. All student academic records are private and confidential. First names or first names and the first letter of the last name may be used where appropriate.
2. Display photographs or videos of any identifiable individual without a signed model release. Model releases for students under the age of 18 must be signed by their parent or guardian.
3. Material placed on the website is expected to meet academic standards of proper spelling, grammar, and accuracy of information.
4. Students may retain the copyright on the material they create that is posted on the Web.
5. District employees may retain the copyright on material they create and post (if appropriate under district policies).