District Internet Web Site

The purpose of the District internet web site is to further the educational objectives of the Omaha Public Schools. Material appropriate for placement on the District internet web site includes: District information, school information, teacher or class information, student projects, and student extracurricular organization information. Personal, non-educationally-related information will not be allowed on the District internet web site.

Information Management Services is responsible for maintaining the official District internet web site and monitoring all activity on the District internet web site. The Web Systems team will develop the Internet Web Page Style and Content Standards for all official internet web pages on the District internet web site and develop procedures for the placement and removal of such pages. All official material originating from the District posted on the District internet web site must be approved through a process established by the Web Systems team.

Central Office Departmental Internet Web Pages

The Department Head is ultimately responsible for all content on the Department web pages and may designate a Department Web Master, that is responsible for managing the Department web pages and monitoring teacher, staff, student, and extracurricular organization web pages. All official internet web pages originating from the Department will be consistent with the Internet Web Page Style and Content Standards established by the Web Systems team and approved through a process established by the Department Web Master. All Central Office Departmental internet web pages will have a consistent style, established by the Web Systems team.

School Internet Web Pages

The School Principal is ultimately responsible for all content on the School web pages on the District internet web site and may designate a School Web Master, responsible for managing the School web pages and monitoring teacher, staff, student, and extracurricular organization web pages. All official internet web pages originating from the School will be consistent with the Internet Web Page Style and Content Standards established by the Web Systems team and approved through a process established by the School Web Master. While remaining consistent with the Internet Web Page Style and Content Standards, the School Web Master may establish additional style and content standards for the School web pages.

Teacher Internet Web Pages

Teachers may establish internet web pages within the school internet web pages for use with class activities or that provides a resource for other teachers or students on the district web site. Teachers will be responsible for maintaining their internet web pages. Teacher internet web pages will not be considered official material, but will be developed in such a manner as to reflect well upon the District. All internet web pages originating from the Teacher will be consistent with the Internet Web Page Style and Content Standards established by the Web Systems team and approved through a process established by the School Web Master.

Staff Internet Web Pages

Staff may develop internet web pages within the school or department internet web pages that provide a resource for others on the district web site. Staff will be responsible for maintaining their internet web pages. Staff internet web pages will not be considered official material, but will be developed in a manner as to reflect well upon the District. All internet web pages originating from the Staff will be consistent with the Internet Web Page Style and Content Standards established by the Web Systems team and approved through a process established by the School / Department Web Master.
**Student Internet Web Pages**

With the approval of school officials, students may create internet web pages within the school internet web pages as part of a class activity. Material presented on student class activity internet web pages must meet the educational objectives of the class activity. All student-created pages must be approved by school officials. Students shall not have file upload access to the district web servers without approval of school officials. All internet web pages originating from the Student will be consistent with the *Internet Web Page Style and Content Standards* established by the Web Systems team and approved through a process established by the School Web Master.

It will not be considered a violation of a student's right to free speech to require removal of material that fails to meet established educational objectives or that is in violation of a provision of District policy or student disciplinary code.

School officials will monitor content and Information Management Services will maintain servers as well as do periodic reviews to ensure compliance with guidelines.

Student internet web pages must include the following notice: "This is a student internet web page. Opinions expressed on this page shall not be attributed to Omaha Public Schools or the Omaha Public Schools Board of Education."

Student Web pages will be removed at the end of the school year unless special arrangements are made.

Separate intranet web servers will be setup for the purpose of Curriculum and Learning courses that require web page design and creation.

**Extracurricular Organization Internet Web Pages**

With the approval of the School Principal, extracurricular organizations may establish internet web pages within the school internet web pages. Material presented on the extracurricular organization internet web page must relate specifically to extracurricular organization activities. All official internet web pages originating from the extracurricular organization will be consistent with the *Internet Web Page Style and Content Standards* established by the Web Systems team and approved through a process established by the School Web Master.

Extracurricular Organization internet web pages must include the following notice: "This is a extracurricular organization internet web page. Opinions expressed on this page shall not be attributed to Omaha Public Schools or the Omaha Public Schools Board of Education."

**Student Information**

The only student information which may be disclosed on or available via the District internet web site is the following “directory” information which the parent or legal guardian has not “opted-out” from disclosure:

1. First name or first name and last initial;
2. Current grade level;
3. Participation in officially recognized activities and sports;
4. Diploma and awards received; and
5. Pictures in which students are readily identifiable, with parent permission (see #11 in the Web Page Requirements section).
6. Pictures in which students are not readily identifiable may be used without parent permission.

**Internet Web Page Requirements**

All District policies and practices governing the use of the Internet and Student e-mail, the Behavior Rules for Students Using School Computers and Networks, the Internet Safety Policy, and the Omaha Public School Internet Privacy Policy will govern the operation of the District internet web site and material placed on such
In addition:

1. Internet web pages must be compatible with the goals of the District.
2. Internet web pages must relate to curriculum, official school functions, instruction and general information appropriate for the public.
3. Material placed on the District internet web site is expected to meet academic standards of proper spelling, grammar, and accuracy of information.
4. Documents must not contain objectionable material or link to inappropriate material as identified by the Children's Internet Protection Act (CIPA).
5. Internet web pages must not be used as a forum for personal beliefs, commercial endorsements, or opinions, nor should their content reflect positions contrary to those of the District.
6. Any links to other sites must be limited and meet criteria established by the District.
7. There shall be no advertisements placed on internet web pages.
8. Documents may not include confidential student-related information.
9. No information which would divulge the specific physical location of a student during the school day may be posted.
10. Teachers and staff should not be compelled to have confidential information regarding them posted.
11. A signed model release from Public Information must be obtained prior to the display of any photographs or videos of any identifiable individual. Model releases for students under the age of 18 must be signed by their parent or guardian.
12. No copyrighted or trademarked material belonging to others may be posted unless written permission to display such material has been obtained from the owner. There will be no assumption that the publication of copyrighted material on a web site is within the fair use exemption.