## Faculty/Staff Web Page Policy- Bullock Creek School District

Faculty/staff members may develop web pages for the purpose of communicating classroom or district educational information to others. Prior to publishing pages on the district website, faculty/staff must attend a web workshop hosted by the technology department. Publishing privileges are provided to faculty/staff (not students) and the following guidelines must be observed:

Use: District web pages will be used for educational purposes only. Any use of the site for political lobbying, product advertising, or personal financial gain is prohibited.

Format: Faculty/staff produced web pages shall follow the district format on the faculty staff members homepage at a minimum. The information shall indicate the date of the last update and the name or names of the person(s) responsible for the web page.

Quality: All work must be grammatical and free of spelling errors. Documents may not contain or be linked to objectionable material. There shall be no religious, racial, sexual and/or violent content or profanity.

Subject Matter: All subject matter posted on Bullock Creek School District faculty/staff web pages and their links must directly relate to curriculum and instruction, school authorized activities or information about the district. If student pictures or work are posted on the web page, district policy must be followed.

Copyright: No unlawful copies of copyrighted material may be produced or transmitted via district equipment. Teachers posting information on the web page must be sure that the material does not violate copyright laws.