
GENERAL PERSONNEL

Electronic Communications/Social Networks

Peoria Public School District 150 recognizes that electronic communication may be a useful tool for employee/student/parent communication about instructional matters. In order to assure that electronic communications between employees and currently enrolled District 150 students are appropriate and consistent within the goals and policies of the school district, and to protect the welfare of both employees and students, this policy applies to online communication with both students and parents. This policy does not apply to communication with alumni of the Peoria Public School District 150.

1. If linking from their classroom website to online resources outside the psd150.org domain, employees should be careful to evaluate the instructional appropriateness of the content and images for use by students.

2. Employees may communicate with currently enrolled District 150 students only about school-related matters and only through district-approved or district-hosted electronic accounts and applications, such as the district e-mail addresses and the official district website within the psd150.org domain.

3. The school district recognizes that employees may maintain *personal* blogs or websites, and/or contribute posts to the blogs or websites or web pages of others. Employees may contribute video and audio posts on sites such as *YouTube* and/or participate in social networking sites such as *Facebook*, *MySpace*, *Twitter* and *LinkedIn*. Employees may participate in online gaming over servers or network systems such as *Sony Playstation Network*, their personal computer and/or other services such as *XBOX Live*. As a rule, employees may not use *personal* (as opposed to district-hosted) sites such as the above listed to communicate with currently enrolled District 150 students.

a. A district employee who wishes to utilize any technology for electronic communication other than district-approved or district-hosted electronic accounts to communicate with current District 150 students must both; notify his/her building principal, and obtain written or electronic consent from the student's parent(s) before utilizing the technology.

b. Employees in their *personal use* of blogs or social networking sites must abide, at all times, with all legal requirements including compliance with student privacy laws. For example employees may not under any circumstances:

- Disclose student record information including student work, photographs of students, names of students or any other personally identifiable information about students.
- Engage in any communication or activity which violates the district's anti-harassment and bullying policies.
- Make or post confidential, threatening, libelous, or slanderous comments. Employees are personally liable for their own commentary.
- Please remember that state law requires schools and teachers to instruct and discuss effective methods for the prevention and avoidance of drug and substance abuse 105 ILCS 5/27-13.2; as a result, public commentary to the contrary can seriously hinder an employee's ability to perform the essential elements of their profession.

Violations of this policy are subject to disciplinary review, up to and including termination.

LEGAL REF.: Illinois Student Records Act; 105 ILCS 10/1 et. seq
Family Educational Rights and Privacy Act; 20 USC §1232g
Illinois School Code: 105 ILCS 5/27-13.2

CROSS REF.: 7:190 – Student Discipline. See also the Electronic Use Policies located at 6:235
and 6:236 and 6:238.

ADOPTED: July, 2011.