

**Policy 1113: District And School Websites**

Status: DRAFT

Original Adopted Date: 09/20/2001

To enhance communication with students, parents or guardians, staff, community members and the public at large, the Governing Board encourages the Superintendent of design to development and ongoing maintenance of maintain district and school web sites on the Internet. the use of district and school Wweb sites shall support the district's educational vision and goals and shall be coordinated with other district communications strategies. of the district and shall be consistent with the district's plans for communications and media relations.

{cf. 0000 – Vision}

{cf. 0200 – Goals for the School District}

{cf. 0440 – District Technology Plan}

{cf. 1100 – Communication with the Public}

{cf. 1112 – Media Relations}

{cf. 3312 – Contracts}

{cf. 4040 – Employee Use of Technology}

{cf. 5124 – Communication with Parents/Guardians}

{cf. 5145.2 – Freedom of Speech/Expression: Publications Code}

{cf. 6010 – Goals and Objectives}

{cf. 6145.3 – Publications}

{cf. 6145.5 – Student Organization and Equal Access}

{cf. 6162.7 – Use of Technology in Instruction}

{cf. 6163.4 – Student Use of Technology}

**Design Standards**

The Superintendent or designee shall establish design standards for guidelines regarding the content of district and school web sites in order to maintain a consistent identity, professional appearance, and ease of use. which shall include standards for the ethical and responsible use of information and technology. These guidelines shall be consistent with law, Board policy and administrative regulation.

District design standards shall require an evaluation of products, features, and content accessible to students on district and school websites to prevent access to harmful or potentially harmful material.

The district's design standards shall address the accessibility of district and school websites to individuals with disabilities, including compatibility with commonly used assistive technologies.

District and school web sites shall not include content which is obscene, libelous or slanderous, or which creates a clear and present danger of inciting students to commit unlawful acts on school premises, violate school rules or substantially disrupt the school's orderly operation.

Any links to external sites shall follow the same guidelines applicable to district and school web sites.

The Superintendent or designee shall ensure that copyright laws are not violated in the use of material on district or school web sites.

{cf. 4132/4232/4332 – Publication or Creation of Materials}

{cf. 6162.6 – Use of Copyrighted Materials}

## Website Content

The Superintendent or designee shall develop content guidelines for district and school websites and assign staff to review and approve content prior to posting, ensure that web site content protects the privacy rights of students, parents/guardians, staff, Board members and other individuals.

Board policy pertaining to advertising in district and school publications, as specified in Board Policy 1325 - Advertising and Promotion, shall also apply to advertising on district and school website

## Privacy Rights

The Superintendent or designee shall ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on district and school websites.

Telephone numbers and home and email addresses of students and/or their parents/guardians shall not be published on district or school websites.

Photographs of individual students shall not be published on district or school websites accompanied by the student's name or other personally identifiable information without the prior written consent of the student's parent/guardian.

If students' names are not included, photographs of individual students or groups of students, such as at a school event, may be published on school or district websites.

Employees' home addresses, personal telephone numbers, and personal email addresses shall not be posted on district or school websites.

The home address or telephone number of any elected or appointed official including, but not limited to, a Board member or public safety official, shall not be posted on district or school websites without the prior written permission of that individual. (Government Code 3307.5, 7928.205, 7920.535)

No public safety official shall be required to consent to the posting on the Internet of the public safety official's photograph or identity as a public safety officer for any purpose if that officer reasonably believes that the disclosure may result in a threat, harassment, intimidation, or harm to the officer or the officer's family. (Government Code 3307.5)

No personal information about students or their parents/guardians, including phone numbers, home addresses or e-mail addresses, shall be published on a district or school web page. Student directory information shall not be published if parents/guardians have requested that it be withheld.

{cf. 1340 – Access to District Records}

{cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information}

{cf. 5125 – Student Records}

{cf. 5125.1 – Release of Directory Information}

{cf. 5145.1 – Privacy}

Photographs of students shall be used only with written permission from the students' parents/guardians.

Home addresses or telephone numbers of staff members shall not be posted.

District and school web sites shall not post the home address or telephone number of any elected or appointed official without the prior written permission of that individual. (Government Code 6254.21)

{cf. 1100 – Communication with the Public}

No public safety officer shall be required as a condition of employment to consent to the use on the Internet of

his/her photograph or identity as a public safety officer for any purpose if that officer reasonably believes that the disclosure may result in a threat, harassment, intimidation or harm to the officer or his/her family. (Government Code 3307.5)

(cf. 3515.3 – District Police Department)

The Superintendent or designee may establish standards for the design of district and school web sites in order to maintain a consistent identity, professional appearance and ease of use.

Staff and students may submit materials for web site publication to the district or school webmaster who shall ensure that the content adheres to district guidelines and policies.

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**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

### State References

Bus. and Prof. Code 22580-22582  
Bus. and Prof. Code 22584-22585  
Bus. and Prof. Code 22586-22587  
Ed. Code 32526  
Ed. Code 33353  
Ed. Code 35182.5  
Ed. Code 35258  
Ed. Code 42103  
Ed. Code 48852.6  
Ed. Code 48907  
Ed. Code 48950  
Ed. Code 48985.5  
Ed. Code 49006  
Ed. Code 49061  
Ed. Code 49073  
Ed. Code 5092  
Ed. Code 60048  
Gov. Code 11135  
Gov. Code 12950  
Gov. Code 3307.5  
Gov. Code 7920.000-7930.215  
Pen. Code 14029.5  
Pub. Res. Code 21082.1

### Description

[Privacy rights for California minors in the digital world](#)  
[Student Online Personal Information Protection Act](#)  
[Early Learning Personal Information Protection Act](#)  
Use of learning recovery funds  
California Interscholastic Federation; standardized incident form  
[Contracts for advertising](#)  
[Internet access to school accountability report cards](#)  
[Budget notification](#)  
[Information regarding homelessness](#)  
[Exercise of free expression; time, place, and manner rules and regulations](#)  
[Speech and other communication](#)  
Synthetic drugs  
Seclusion and restraint  
[Definitions; directory information](#)  
[Release of directory information](#)  
Filling Vacancies  
[Commercial brand names, contracts or logos](#)  
[Prohibition of discrimination](#)  
[California Civil Rights Department posters](#)  
[Publishing identity of public safety officers](#)  
[California Public Records Act](#)  
[Prohibition against publishing personal information of person in witness protection program](#)  
[California Environmental Quality Act environmental review documents](#)

### Federal References

16 CFR 312.1-312.13  
17 USC 101-122  
17 USC 504  
20 USC 1232g

### Description

Children's Online Privacy Protection Act  
Subject matter and scope of copyright  
Penalties for copyright infringement  
Family Educational Rights and Privacy Act (FERPA) of 1974

**Federal References**

29 USC 705  
29 USC 794  
34 CFR 104.1-104.61  
34 CFR 99.1-99.67  
42 USC 12101-12213

**Description**

Definitions; Vocational Rehabilitation Act  
Rehabilitation Act of 1973; Section 504  
Nondiscrimination on the basis of disability  
Family Educational Rights and Privacy  
Americans with Disabilities Act

**Management Resources References**

CA Civil Rights Department Publication  
  
CA Civil Rights Department Publication  
  
CA Civil Rights Department Publication  
  
CA Civil Rights Department Publication  
Court Decision  
Court Decision  
U.S. Department of Agriculture Publication  
U.S. DOE, Office for Civil Rights Publication  
U.S. DOJ, Civil Rights Division Publication  
  
Website  
  
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World Wide Web Consortium Publication

**Description**

[Family Care and Medical Leave and Pregnancy Disability Leave, January 2023](#)  
[California Law Prohibits Workplace Discrimination and Harassment, January 2024](#)  
[The Rights of Employees Who Are Transgender or Gender Nonconforming: Fact Sheet, November 2022](#)  
[Your Rights and Obligations as a Pregnant Employee, January 2023](#)  
Aaris v. Las Virgenes Unified School District (1998) 64 Cal.App.4th 1112  
City of San Jose v. Superior Court (2017) 2 Cal.5th 608  
[Unpaid Meal Charges: Local Meal Charge Policies, SP 46-2016, July 2016](#)  
[Dear Colleague Letter: Race and School Programming, August 2023](#)  
[Accessibility of State and Local Government Websites to People with Disabilities, February 2020](#)  
[California Interscholastic Federation](#)  
[Fact Sheet: New rule on the accessibility of web content and mobile apps provided by state and local governments](#)  
[California Cybersecurity Integration Center](#)  
[CSBA District and County Office of Education Legal Services](#)  
[Governor's Office of Planning and Research, The California Environmental Quality Act](#)  
[California Department of Education, Web Accessibility Standards](#)  
[California School Public Relations Association](#)  
[California Interscholastic Federation](#)  
[U.S. Department of Justice, Civil Rights Division, Disability Rights Section](#)  
[World Wide Web Consortium, Web Accessibility Initiative](#)  
[CSBA](#)  
[U.S. Department of Education, Office for Civil Rights](#)  
[California Civil Rights Department](#)  
[Web Content Accessibility Guidelines, June 2018](#)

**Cross References**

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**Description**

[Vision](#)  
[Vision](#)  
[Vision](#)  
[Nondiscrimination In District Programs And Activities](#)  
[Comprehensive Safety Plan](#)

**Cross References**

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**Description**

[Comprehensive Safety Plan](#)  
[Local Control And Accountability Plan](#)  
[Accountability](#)  
[School Accountability Report Card](#)  
[School Accountability Report Card](#)  
[Communication With The Public](#)  
[Communication With The Public](#)  
[Media Relations](#)  
[Uniform Complaint Procedures](#)  
[Uniform Complaint Procedures](#)  
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[Bids](#)  
[Bids](#)  
[Tobacco-Free Schools](#)  
[Tobacco-Free Schools](#)  
[Campus Security](#)  
[District Police/Security Department](#)  
[District Police/Security Department](#)  
[Emergencies And Disaster Preparedness Plan](#)  
[Emergencies And Disaster Preparedness Plan](#)  
[Emergency Schedules](#)  
[Food Service Operations/Cafeteria Fund](#)  
[Food Service Operations/Cafeteria Fund](#)  
[District Records](#)  
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[Nondiscrimination In Employment](#)  
[Nondiscrimination In Employment](#)  
[Employee Use Of Technology](#)  
[Employee Use Of Technology](#)  
[Professional Standards](#)  
[Professional Standards - Code Of Ethics](#)  
[Unauthorized Release Of Confidential/Privileged Information](#)  
[Staff Development](#)

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[Athletic Competition](#)  
[Athletic Competition](#)  
[Athletic Competition](#)  
[Placement In Mathematics Courses](#)  
[Use Of Copyrighted Materials](#)  
[Use Of Copyrighted Materials](#)  
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**Description**[Education For Homeless Children](#)[Education For Homeless Children](#)[Evaluation Of The Instructional Program](#)[Site Selection And Development](#)[Site Selection And Development](#)[Public Statements](#)[Filling Vacancies](#)[Filling Vacancies](#)[Board Policies](#)[Meetings And Notices](#)[Agenda/Meeting Materials](#)