



EMPLOYEE SOCIAL NETWORKING POLICY

Governing Board Policy

The Board recognizes both the educational value and dangers of social networking sites. To protect charter school personnel, students, parents, and charter school resources, the charter school requires all educators who access social networking sites to abide by the following policy

DEFINITIONS

“Web page” means a social networking site, personal web site, blog account or other Internet location, which can be edited by an individual with the correct username and password.

1. INSTRUCTIONAL USE

1.1 Navigator Pointe Academy prohibits the use of a classroom instructional web site.

1.2 The Navigator Pointe Academy School Web Site and Bulletin Board are maintained by the School Director and Designee. All postings are approved by the Director.

1.3 Educators who use charter school resources to create, maintain, or post to personal web pages or the pages of others have no expectation of privacy and their activities may be subject to review by charter school administration or IT management.

2. PERSONAL USE

2.1 Educators who maintain a personal web page shall not knowingly allow students to access their personal web page.

2.2 Educators shall not solicit students as friends on their personal web pages or invite or encourage students to read or access their web pages.

2.3 Educators may not access personal web pages (yours or personal contacts) using school computer resources during school hours.

2.4 Educators may face disciplinary action for posts on their personal web pages that violate charter school policies and state rules regarding professional conduct and create a disruption in the school or interfere with the rights of other employees or students, or the employee’s ability to serve as an educator at the school.

2.5 Educators may not use school logos, mascots, symbols, or charter school trademarks on their personal web pages.

2.6 Educators may not post pictures of Navigator Pointe Academy students on their personal web pages.

2.7 Educators who use charter school resources to create, maintain, or post to personal web pages or the pages of others have no expectation of privacy and their activities may be subject to review by school or charter school administration.

3. DISCIPLINARY ACTION FOR VIOLATIONS OF SOCIAL NETWORKING POLICIES

3.1 Disciplinary action will be taken for violations of the policy which may result in job action if the violation interferes with the educator's ability to function as an effective teacher, including role model responsibilities.

3.2 Administration will investigate the validity of claims

3.2.1 Determine and document whether web page content disrupts the educational environment.

3.2.2 Determine and document if the web page content has affected the educator's ability to perform his or her duties as a teacher, including the duty to act as a role model for students.

3.2.3 Consider whether the post raises any criminal issues; if so, contact law enforcement.

3.2.4 If the posting is egregious, determine if a referral to the Utah Professional Practices Advisory Commission is warranted.

3.3 Inappropriate usage or postings are a remediable problem, unless the actions are part of a greater misconduct issue, such as fostering a sexual relationship with a student, or causing a significant disruption in the school.

4. NOTIFICATION OF STUDENTS AND PARENTS

4.1 Policy posted on the school website for parent information.

4.2 Parents will notify school director if there is reasonable belief that an NPA employee is using an electronic site to establish an inappropriate relationship with a student, or viewing inappropriate sites on a school computer.

4.3 School staff will discuss policy with students along with Internet Policy.

4.4 Students will notify school director if there is reasonable belief that an NPA teacher/employee is using a site to establish an inappropriate relationship with a student, or viewing inappropriate sites on a school computer.

5. EDUCATOR TRAINING ON THE POLICY AND THE SAFE PERSONAL USE OF SOCIAL NETWORKING SITES

5.1 Educators will receive annual training on the policy and whenever necessary to address new technology or directives from the Utah State Office of Education or the Professional Practices Advisory Commission.