

	ABERDEEN SCHOOL DISTRICT	NEPN Code: GBCBB
	POLICIES AND REGULATIONS	

EMPLOYEE USE OF SOCIAL NETWORKING SITES

Technology will be used to complement and foster public education. Utilization by employees must not distract from or disrupt the educational process. Proper decorum is the standard of conduct expected of a professional. That standard will apply to the use of technology and social networking sites.

The Superintendent will ensure that staff members are reminded and informed of the importance of maintaining proper etiquette when using technology.

Prohibited conduct includes:

- Improper fraternization with students.
- Listing students as friends on networking sites.
- Staff members providing private phone numbers without prior approval of the district.
- Inappropriate email or phone contact with students.
- Posting items containing inappropriate sexual content.
- Posting items exhibiting or advocating illegal use of drugs or alcohol.

Electronic contacts with students should be through the district's property except in the case of an emergency. When interacting with each other, District staff and students shall:

- not include in electronic communication between staff, students, and/or parents/guardians comments or content that would not be acceptable in a face-to-face communication;
- not disclose, use, or disseminate unauthorized personal information of another person;
- distinguish between personal social networking sites and professional social networking sites. Staff shall not invite or accept current District students, except for the staff person's relatives, into any personal social networking sites; and
- evaluate all information for its accuracy, reliability, and authority.

The administration will monitor improper use of technology, and impose sanctions up to and including dismissal from employment. Employees have no expectation of privacy with respect to utilization of district property, nor engagement in social networking sites.

Disciplinary action may be taken against staff or students whose communications (on or off-site) constitute a threat and cause a substantial disruption to the education environment or substantially interferes with another's rights. Criminal action may be taken if the communication constitutes a threat.

LEGAL REFERENCES:

SDCL 13-43-17 through 30 – Professional Teachers Practices' and Standards Commission
SDCL 13-43-38 through 49 – Professional Administrators Practices' and Standards Commission

ADOPTED: August 13, 2012
REVIEWED: JULY 25, 2016