

RSU #63

1. **NEPN/NSBA Code:** EHAA
2. **Title:** Agreement to Publish Student Information on the RSU #63 Website and RSU #63 Facebook Page
3. **Author:** Technology Committee
4. **Replaces Policy:**
5. **Date Approved:** 04/23/2018 RSU #63
6. **Previously Approved:** 01/23/2017
7. **Policy Expiration:** Review as Needed
8. **Responsible for Review:** Technology Committee/Policy Committee
9. **Date Reviewed:** 03/13/2018 Technology Committee
04/03/2018 Policy Committee

10. References:

11. Narrative:

RSU #63 (the District) maintains an official website and Facebook page, which provides general information about the school system as well as information about educational programs, co-curricular/extra-curricular activities, school events, and student and staff achievements. The website is located at: www.rsu63.org. The Facebook Page is called RSU 63: Eddington, Holden, Holbrook Schools.

- I. Maine law requires public schools to obtain written approval from parents/guardians prior to publishing personal information about students on the Internet. This form, attached as Exhibit A, authorizes the District to publish the following in accordance with established guidelines stated on the website:
 - A. Full names of students in connection with class rosters, honor rolls, awards received, and co-curricular/extra-curricular activity participant lists,
 - B. Group and/or individual photographs of students, and
 - C. Individual student or class work may be published from time to time in accordance with established guidelines. Such work may include creative writing, research projects, artwork, music, performances, and audiovisual presentations. All student work will include a copyright notice prohibiting the copying of such work without express written permission. Copies of the Board of Directors' Website Policy and Guidelines are available at the Superintendent's office, every school office, or on the district website at www.rsu63.org.

EXHIBIT A

**PARENT/GUARDIAN
AGREEMENT FORM TO PUBLISH STUDENT INFORMATION ON THE RSU #63
WEBSITE AND RSU #63 FACEBOOK PAGE**

_____ - _____ SCHOOL YEAR

Name of Student: _____ Grade: _____

School: _____

Name of Parent(s)/Guardian(s): _____

RSU #63 has a policy requiring written permission from a student's parent/guardian prior to publishing student information, photographs or work on the district website and Facebook page. A copyright notice is also included prohibiting the copying of student work without express written permission. In the event that a request for copying is received by RSU #63, the student's parent/guardian will be notified.

- 1. Please indicate below whether or not you agree to the publication of your child's information/photograph/work and return this form to the school office as soon as possible.**
- 2. This agreement will remain in effect for the entire school year unless rescinded in writing. If you have any questions, please contact the building Principal.**

_____ **I grant permission for my child's information/work to be published on RSU #63's website and Facebook page.**

_____ **I grant permission for my child's photograph to be published on RSU #63's website and Facebook page.**

OR

_____ **I do not want my child's information/photograph/work to be published on the RSU #63 website and Facebook page.**

Parent/Guardian Signature(s)

Date