

**EMPLOYEE USE OF 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/CEO will ensure that staff members are reminded and informed of the importance of maintaining proper decorum when using technology as well as in person.

Proscribed 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.

A copy of this policy shall be given to all present and future employees.

1<sup>st</sup> Reading-4/19/2016

2<sup>nd</sup> Reading-5/17/2016

Date Adopted-5/17/2016

Last Revised-