



ALVA INDEPENDENT SCHOOL DISTRICT

Website Policies

Purpose

The purpose of the Alva Independent School's website is to provide a presence on the World Wide Web for Alva Schools. The website provides information to the community and world about the Alva Independent School's mission, general information, and school activities.

Goals

The creation and maintenance of the Alva Independent Schools website is designed to meet two major goals. First, to provide the community and world information pertaining to Alva Independent Schools. Second, to provide Alva High School and Northwest Technology Center Web Development and Graphic Design students with "real world" web design and maintenance experience.

Expectations

The basic creation of the Alva Independent Schools website was created by Alva High School students and other adult students attending the Northwest Technology Center's E-Commerce and Web Services program during the 2002-2003 school year. The concept of creating the website was based on a Business Professionals of America Community Service project. The students would be providing a source of information about Alva Independent Schools for the community and the world which would be accessible "24/7". The students would benefit from gaining "real world" web design experience. It is expected that in the future Alva High School students will be enrolled in the Web Development and Graphic Design program at Northwest Technology Center and would therefore be able to continue to maintain the site and continue the project.

It is also understood any costs for the domain name and hosting of the website will be the responsibility of the Alva Independent Schools and/or Mrs. Tami Frascht, Northwest Technology Center Web Development and Graphic Design instructor.

Guidelines

- For purposes of safety and liability, only the head website coordinator (Mrs. Frascht) may directly upload pages and information to the website.
- Students may build and update web pages but will not be able to directly upload the pages.
- For security purposes, the login and password information for the website will be kept on file with the Superintendent of Alva Independent Schools.
- Student email addresses will not be posted on the website with the exception of the student webmaster.
- Faculty and staff directory information (name, position, sponsorships, and school e-mail account) as well as photo may be posted on the website.
- Home addresses, phone numbers, and personal email accounts of staff and faculty members will not be posted on the website.
- Names and photos of school board members may be posted on the website.
- Information or pictures of any faculty or staff member which portrays individuals in an unflattering and/or embarrassing context will not be posted on the website.

- Links to material not contained within the Alva Independent Schools website will always be opened in a new browser window so that it is more obvious the user is leaving the school's website. Permission to link to the external site will be received and kept on file before a link will be created to an external website.
- Agendas for Alva School Board meetings will be uploaded by the head webmaster 24 hours prior to board meetings and 48 hours prior to special board meetings.
- If at any time the Alva Independent School Superintendent and/or School Board deem it necessary for the website to be removed from the World Wide Web, the website will be removed by the Website Coordinator (Mrs. Frascht) as soon as notification is received.
- No editorials shall be posted. Informational facts only.
- Names and photos of students will not be posted on the website unless parent or guardian has signed the necessary forms such as FERPA policy.
- Student organization and/or sports team photos with names of students may be posted on the website.
- Photos of student organization officers with names may be posted on the website.
- Photos of student artwork and samples of creative works for clubs and/or organizations may be posted on the website.
- Photos of award-winning or outstanding students, such as band, vocal, speech, may be posted on the website.
- Rosters of sports teams and members of clubs or organizations may be posted on the website.
- Names of students who achieved Honor Roll status may be posted on the website.

Any individual who violates the above guidelines may have his/her website maintenance privileges revoked. In addition, individuals may face criminal prosecution in cases of copyright infringement.

If at anytime the superintendent or school board feels the website does not meet the standards approved by the district, the site will lose its privileges and be removed from the World Wide Web.

The school board may request the Web Development Team Webmaster(s) and Website Coordinator meet with the board annually to revise any Website Policies.

Intellectual Property

All work created by students and/or employees for use on the Alva Independent Schools website will remain the property of the Alva Independent Schools. Work provided by the student or other employees will not be rewarded with compensation of any kind.

2007-2008 Alva Independent Schools Web Development Team

Website Coordinator	Mrs. Tami Frascht, Northwest Tech Web Development and Graphic Design Instructor
Student Webmaster	Kendal Knabe, AHS Senior Kellie Whipple, AHS Senior
Graphic Artist.....	Kellie Whipple, AHS Senior
Web Developer	Kendal Knabe, AHS Senior
Web Development Support Staff	Zack Briggs, AHS Senior John Cropp, AHS Junior Jacklyn Douthit, AHS Senior Justin Dowdy, AHS Senior Hilary Erickson, AHS Senior Seth Farris, AHS Senior Alex Lauminick, AHS Senior Zack Long, AHS Senior

Alva Independent Schools Webmaster Responsibility Agreement

I have fully read and understand the Alva Independent Schools Website Policies. I have been informed of my responsibilities as the student webmaster. I agree to comply with copyright laws pertaining to the creation of web pages for use in the Alva Independent Schools Website. I understand if I violate the above guidelines I may have my website privileges revoked. In addition, I may face criminal prosecution in cases of copyright infringement.

Student Webmaster's Signature

Student Webmaster's Printed Name

Website Coordinator's Signature

Date

As the parent or guardian of the Alva High School student webmaster, I have fully read and understand the Alva Independent Schools Website Policies. I understand my child's responsibilities as student webmaster. I also understand if my child violates the above guidelines, he/she may have his/her website privileges revoked. In addition, the child may face criminal prosecution in cases of copyright infringement.

Signature

Date