

Fairbanks North Star Borough School District
Policy Review Committee

Monday, September 21, 2015
5:00 – 6:30 P.M.

Room 426 - Administrative Center

A G E N D A

- I. Call to order**
- II. Roll call**
- III. Adoption of agenda**
- IV. Approval of minutes from the May 11, 2015 meeting**
- V. Public Comment**
Public comments on items are limited to three minutes per person. People on the sign-up list will be called first. If there is time, people who did not sign up may address the committee. A person testifying must state their name and address for the record.
- VI. Old Business**
 - A. School Board Policy 811 *Employee and Volunteer Use of Electronic and Social Media Communication***
- VII. New Business**
 - A. School Board Policy 985.4 (New) *Graduation Attire***
- VIII. Comments/Announcements/Other**
 - A. 2015-2016 PRC Meeting Schedule
 - B. Update members list and contacts
 - C. Handouts of updated policies and administrative regulations
- IX. Adjourn**

If you are unable to attend the meeting, please contact Gena Tran at 452-2000 ext. 11472 or gena.tran@k12northstar.org.



Fairbanks North Star Borough
School District
520 Fifth Avenue
Fairbanks, AK 99701



Fairbanks North Star Borough School District
Policy Review Committee

Monday, May 11, 2015
5:00 – 6:30 P.M.

Meeting Minutes

I. Call to order

The meeting was called to order at 5:40 p.m. Audio recording available online at:
<http://www.k12northstar.org/boe/meeting-minutes>

II. Roll call

Present:	Sue Hull	Connie Clooten	Colby Freel (arrived 5:40 pm)
	Maureen Meeks	Randy Pitney	Tessa Weeden
	Bett Schaffhauser		

Absent:	Scott Calder	Brooke Haley	Ruth Post
	Sonja Ramstad		

III. Adoption of agenda

Mr. Pitney moved to adopt the agenda as submitted.
Ms. Meeks seconded.
No objection. Motion carries.

IV. Approval of minutes from the March 30, 2015, and April 27, 2015, meetings.

Mr. Freel moved to approve the minutes from March 30, 2015 and April 27, 2015 meetings.
Ms. Weeden seconded.
No objection. Motion carries.

V. Public Comment

Public comments on items are limited to three minutes per person. People on the sign-up list will be called first. If there is time, people who did not sign up may address the committee. A person testifying must state their name and address for the record.

VI. Old Business (0.05)

A. School Board Policy 811: Employee and Volunteer Use of Electronic and Social Media Communications

Discussion ensued.

Ms. Schaffhauser reviewed the changes in the policy from the previous meeting. The title was changed to indicate Staff Member is now Employee and Volunteers.

Mr. Freel Colby moved to change Section H, line 34 to “Employees and volunteers ~~should be aware and are hereby informed~~ **shall be notified** there is no reasonable expectation of privacy with respect to electronic communication and social media. (12:58)

Ms. Meeks seconded.
No objections.
Motion carries.

Ms. Weeden moved to amend Section I, 1., line 8 to read “Whether the employee or staff knowingly and directly initiated **inappropriate** communication with students ~~for non-school-related matters,~~” (38:37)

Ms. Meeks seconded.
No objections.
Motion carries.

Ms. Clouten moved to insert the word “inappropriate” to Section I, 2., Line 11 to read “disregard the possibility that students would see his or her inappropriate postings” (41:50)

Mr. Freel seconded.

Vote: Aye - 5 Nay - 1

Motion carries.

Discussion on Section I raised the issue that the current wording does not say that all factors have to be met in order for the district to examine employee or volunteer’s electronic communication.

Ms. Schaffhauser suggested adding the word “all” to Section I, Line 5 to read “inappropriate electronic and social media communication according to all the”

No objections from the committee.

Ms. Weeden moved to strike the word “other” in Section J, 1., line 26, g) to read “media site; f) the Internet; or g) any other similar technology.” (48:15)

Ms. Clouten seconded.

No objections.

Motion carries.

Mr. Freel moved to forward School Board Policy 811, *Employee and Volunteer Use of Electronic and Social Media Communications*, to the board for consideration with administrative changes. (49:05)

Ms. Weeden seconded.

No objections.

Motion carries.

IX. Adjourn (51:48)

Ms. Hull adjourned the meeting at 6:33 pm.

The schedule for the 2015-16 school year PRC meetings has not been set.

SCHOOL BOARD POLICY

811 Employee and Volunteer Use of Electronic and Social Media Communications

811.1 Purpose

The Fairbanks North Star Borough School District hereby establishes its policy pertaining to employee and volunteer use of electronic and social media communications. This policy informs employees and volunteers, especially those who work directly with students, to be aware of and avoid the risks associated with electronic communication and participation in social media. The policy and administrative regulations are intended to assist employees and volunteers in avoiding such risks.

811.2 Policy

- A. The school board recognizes communication is an essential element of the learning process. The school board believes using available technology enhances communication (Cross reference School Board Policy 800.2: Technology); therefore, using available technology may enhance learning.
- B. All employees are held to a professional standard in their conduct toward students, parents, guardians, co-workers, and members of the public, including engagement in constructive, tactful communication. (School Board Policy 543 Ethical and Professional Conduct) Electronic communication is held to the same professional standard of conduct as traditional face-to-face, verbal, or written communication.
- C. Employees and volunteers must understand the importance of establishing and maintaining the proper boundaries in communications with students. (See Guidelines in the *Defining Staff-Student Boundaries Brochure*) [<http://www.k12northstar.org/doc/11712>] The same standard for appropriate content applies to electronic and social media communication.
- D. Employees and volunteers shall be notified there is no reasonable expectation of privacy with respect to electronic communication and social media. Any content posted online may be discovered or reported to the district. For example, the district may discover information as a result of its own efforts to monitor its online reputation, as a result of an investigation or complaint, or other legitimate reason. The district will handle information received or discovered in accordance with the district's policies and procedures. Electronic and social media communication found to violate law, policy, regulation, guidelines or rules may result in corrective or disciplinary action, up to and including termination.

1 The district reserves the right to monitor electronic communications conducted
2 using district equipment, systems or network.

3
4 E. This policy supplements, and does not replace, other district policies. Electronic
5 communications remains subject to all applicable district policies, including but
6 not limited to nondiscrimination and harassment, sexual misconduct,
7 telecommunications access, staff ethics, confidentiality, and professional and
8 ethical conduct standards.

9
10 F. The superintendent shall develop an administrative regulation to implement this
11 policy. The administrative regulation shall be reviewed periodically and revised
12 as needed in order for it to evolve to reflect emerging social media technologies.

13
14 G. Employees

15 1. Employees speaking as public employees:

16 a. The school district has a presence with online sites and social media
17 accounts. If an employee is communicating on official school district
18 social media accounts, he or she is doing so as an agent of the school
19 district and can be regulated.

20 ~~b. The district can limit an employee's speech if speech is otherwise school~~
21 ~~or district sponsored *Hazelwood v. Kuhlmeier*, 484 U.S. 260 (1988)~~

22 c. The district can limit an employee's speech if made "pursuant to one's
23 official job duties." *Garcetti v. Ceballos*, 547 U.S. 410 (2006).

24
25 2. Employees speaking as private citizens:

26 a. Employees using social media accounts have First Amendment rights
27 to speak as private citizens about a matter of public concern. However, the
28 district can limit an employee's speech about a matter of public concern
29 (i.e. political, social, other community concerns) if it

30 i. Impairs teaching effectiveness or job performance,

31 ii. Interferes with relationships with superiors or coworkers, or

32 iii. Jeopardizes the management of the school. *Pickering v. Board*
33 of Education, 391 U.S. 563 (1968)

34 ~~b. The district can limit speech if there are legitimate grounds to discipline~~
35 ~~employee (i.e. poor performance) — *Mt. Healthy v. Doyle* 429 U.S. 2774~~
36 ~~(1977)~~

37 c. The district can limit speech when it relates to a personal or private
38 matter in a public school setting (personal complaint about work
39 conditions) *Connick v. Myers*, 461 U.S. 138 (1983)

40
41 H. Communication with students

42 1. An employee's communication with students in the classroom or directly
43 related to instruction is an extension of the employee's job.

- 1 2. An employee's communication with students outside of the classroom or
2 not directly related to instruction may be restricted and require parent
3 consent.
- 4 3. When using electronic communication and social media to communicate
5 with students and their families, employees and volunteers are required to
6 do so in a manner that:
 - 7 a. is consistent with responsible and professional use;
 - 8 b. does not interfere with efficient and effective operation of the
9 district; and
 - 10 c. does not compromise the safety and well-being of students.
- 11 4. An employee must provide equitable communication by alternative
12 methods to those students without technology.
- 13 5. Employee communication with students will be in compliance with
14 individual sites' terms of use and privacy policies (COPPA).
- 15 6. Employee communication with students recognizes the school district's
16 student web protection parameters which limit student access during
17 school hours (see SBP 802.23 Unsuitable Material Filters) (CIPA).
- 18 I. This policy is not intended to directly address students' responsible use of
19 electronic communication. (See SBP 802 for Student Use Policy)
- 20
- 21 J. This policy applies without regard to whether such use occurs during work or
22 nonworking hours, without regard to whether it occurs on or off district property
23 or at district sponsored events, and without regard to whether district or personal
24 equipment is used.
- 25
- 26 K. Factors the district may consider when determining whether the communication
27 violated standards include:
 - 28 1. whether the employee or volunteer knowingly and directly initiated
29 inappropriate communication with students, whether the employee or
30 volunteer intended or intentionally disregarded the possibility that students
31 would see his or her inappropriate postings, and
 - 32 2. whether the nature of the communication itself reflected a) inappropriate
33 employee-student communication, such as discussion of sexually
34 suggestive or sexually explicit topics, or b) unprofessional communication
35 that has negatively impacted the employee's or volunteer's ability to
36 perform his or her job responsibilities effectively.
- 37 L. Definitions:
 - 38
 - 39 1. Electronic communication shall mean, but not be limited to,
40 any communication that is sent by, delivered by, received by, or that
41 otherwise uses: a) e-mail; b) instant messaging; c) text message; d)
42 telephone, including cellular or mobile phone or smartphone; e) social-
43 media site; f) the Internet; or g) any similar technology.

- 1 2. Online conduct shall mean: a) the transmission of any electronic
2 communication; and b) the publication of any content via social media.
3 3. Social media shall mean forms of electronic communication through which
4 users create online communities to share information, personal messages,
5 ideas, photographs, videos and other content.

6 Legal reference: Professional Teaching Practices Commission Code of Ethics (20 AAC
7 10.020 – 20AAC 10.030)

8 Guidelines: *Defining Staff-Student Boundaries Brochure*

DRAFT

ADMINISTRATIVE REGULATION

1041.1 Freedom of Speech & Assembly

Symbolic Expression – Dress Code and Appearance

Students have the right to dress in a manner which expresses an ethnic, religious, or political point of view. Students also have a responsibility to dress and act in a manner which is appropriate for school.

Students' school attire should adhere to accepted standards of decency, should not pose a threat to public or personal health and safety, or be disruptive or distracting to classroom activity or pupil behavior. Apparel with prohibited slogans or designs printed on them will not be allowed. (See School Board Policy 170 Tobacco and Nicotine-Free School District.) Whenever there is a disagreement between the school and the student about appearance, admission to class will not be permitted until the problem has been resolved with the student's parent or guardian.

Life is full of choices. Students have the right to choose both their actions and their own style of dress every day. They also have a responsibility to make good choices. The school staff has the responsibility to make professional judgments regarding the appropriateness of those actions and dress based upon standards stated above. A student's manner of dress would be considered inappropriate if it distracts either other students or the teacher from educational activities in the classroom or disrupts the positive, safe climate on campus.

The following shall not be worn at school:

- ✓ *Head gear of any type.* No head gear may be worn from the time a student enters school until the time a student leaves school. This applies to headgear of any kind, including but not limited to: hats, bandanas, scarves, sweatbands, do-rags, etc. Outside hats may be put on in the school lobby as the student leaves the building. Elementary hat policy during cold weather may differ to ensure student safety.
- ✓ *Articles of clothing, accessories, or footwear that advertise, depict, or condone the use of alcohol, drugs, tobacco, violence, inappropriate language, or sexual behavior/innuendo, purposeful harm to oneself, suicide, gang membership, or gang behavior.* (See School Board Policy 170 Tobacco and Nicotine-Free School District.)
- ✓ *Articles of clothing, accessories, or footwear that signify gang affiliation.* Known styles of gang-related dress, as verified by local authorities, shall not be worn, possessed, or displayed at school, or at any school sponsored events. This may include pants that sag (pants must be worn at the waist even if a shirt covers the waistline), a single raised pant leg, bandanas, or similar looking items worn as an accessory; colors, symbols or numbers representing or having special significance within gang culture; sports clothing of specific teams; beads and necklaces; belt buckles with gang initials; gang themed t-shirts with gang photos, prison scenes, graffiti, or slogans. Display of body tattoos which are gang-related are also prohibited and must be covered during school hours and at school events. Should other possible displays or styles of gang-related dress come to the attention of school officials, local authorities will verify it, unless it becomes a disruption beforehand.



ADMINISTRATIVE REGULATION

1041.1 Freedom of Speech & Assembly (Continued)

Shall Not Be Worn At School (continued...)

- ✓ *Articles of clothing that are provocative* or revealing in nature, including those constructed from spandex or similar form-clinging fabric; leggings or tights without a shirt, tunic, skirt, or shorts of suitable length over them; spaghetti straps; low necklines; clothing that reveals underwear; bare midriffs; bare shoulders, including racer backs; bare backs; low-cut tops or dresses; halter tops, etc. All cleavage must be completely covered. Undergarments of males and females may not be exposed, even when a student leans over or sits down. All tops must overlap or be completely tucked into pants, shorts or skirts to avoid any bare midriff or lower back.
- ✓ *Skirts or dresses that are shorter than 6 inches above the knee, and shorts that are shorter than mid-thigh*, whether sitting, standing, or bending over. Private body parts shall be covered at all times. No undergarments or parts thereof may be exposed at any time.
- ✓ *Articles of clothing that are considered lounge-wear, pajamas, etc.*
- ✓ *Articles of clothing or accessories that disparage* or humiliate any group, or individual for any reason, including but not limited to national origin, gender, race, religion, sexual orientation, gender identity, or disability.
- ✓ *Items of jewelry or accessories which pose a hazard*, wallet chains, spike collars or necklaces, spiked bracelets, safety pin jewelry, choke chains, bicycle chains, earrings connected to a nose ring via a chain, etc.
- ✓ *Sunglasses.*
- ✓ *Tattoos of a design or in a location disruptive to school order.*

Consequences for initial violation of the dress code will be 1) a requirement for the student to wear appropriate garments, footwear, or accessories, and 2) parental contact. Repeated infractions may be considered insubordination resulting in appropriate disciplinary consequences. (Cross reference School Board Policy and Administrative Regulation 1046.5)

Exceptions to these rules for religious, medical, or cultural reasons will be decided on a case-by-case basis by the school administration.

The building principal may approve exceptions to these rules for special event days.

Approved: March 30, 1993
 Revised: July 28, 2004
 Revised: July 24, 2007
 Revised: March 10, 2014
 Revised: December 8, 2014



Fairbanks North Star Borough School District

Policy Review Committee

Meeting Schedule

2015-2016 School Year



All meetings are scheduled to begin at 5:00 p.m.

Monday, September 21, 2015	Administrative Center Room 426
Monday, October 19, 2015	Administrative Center Room 426
November Meeting Date – TBD	
December Meeting Date – TBD	
January Meeting Date – TBD	
February Meeting Date – TBD	
March Meeting Date – TBD	
April Meeting Date – TBD	
May Meeting Date – TBD	

Updated: September 15, 2015

For additional information, please contact Gena Tran at 452-2000 ext. 11472 or gena.tran@k12northstar.org.

Policy Review Committee

2015-2016

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10	TBD	Student Rep			
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