

I. Telephone Service

- A. In order to promote efficiency and economy, the Superintendent or designee shall develop a uniform system for implementing effective telephone service systems, including use of telephone lines to support technology. School personnel shall be informed of this system.
- B. The system shall encourage use of SUNCOM networks or equivalent services. Logs shall be maintained of long distance calls by work location. Logs shall be in a uniform format. Staff shall not utilize the School Board telephone system for conducting personal business.
- C. Telephone service billings and long distance logs shall be subject to periodic review and audit. No person shall charge personal calls to the School Board.

II. Internet Use

The Superintendent shall develop procedures for employee and student use of FIRN2 and the Internet.

III. Social Media

- A. The District recognizes the use of social media for communication and e-learning; however, only those networks sponsored by the District should be used for classroom instruction or school sponsored activities without prior written approval of the Superintendent.
- B. The Superintendent may develop standards and procedures for the use of social media.

IV. Sexting shall be prohibited. All acts of alleged sexting shall be reported to the appropriate legal authority.**STATUTORY AUTHORITY:****1001.41, 1001.42, F.S.****LAW(S) IMPLEMENTED:****1001.43, F.S.****HISTORY:**

ADOPTED: 6/12/2007
REVISION DATE(S): 2/9/12;5/8/14
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