



Park City School District Web Filtering

Summary

This procedure establishes the methods that the Park City School District (PCSD) will use for filtering web content in accordance with PCSD Board policy and all applicable state and federal laws.

This procedure also outlines the process by which a website is reviewed for the purpose of blocking or allowing the site.

Procedure

All district owned devices that access the Internet are subject to filtering on and off campus.

The Technology Department reserves the right to counterbalance a building's decision to either block or unblock a site if network security and stability is affected in any way. In addition, our filtering must conform to all applicable laws and policies.

Additional blocked sites may be put in place by the PCSD School Board, Administrators, and/or the Superintendent.

Website Review

Website review covers requests to block or unblock a particular website.

1. A request will need to be made using a helpdesk ticket using the "Web Filter" category.
2. The request will be routed to a Network Administrator (Matt Hicks or Galen Merkley) for initial review for compliance with relevant laws and Park City School District policy.
3. After the initial review the request will be routed to the Technology Administrator (Joe Stout) for a second level of review.
 - **If the second level review supports the request**, the site will be blocked or unblocked as requested.
 - **If the second level review does not support the request**, the Network Administrator will contact the school to see if they would like to request a final review by the Superintendent and Cabinet.

- If NO, the request will be canceled.
- If YES, the request will be routed to the Cabinet for a final decision.

Please note that this process may take a few days to complete.

Relevant Laws and Rules

This section includes information from relevant Federal, State, and Utah State School Board laws and policies that pertain to the issue of web filtering. Critical sections of the laws and rules have been highlighted.

Children's Internet Protection Act (CIPA)

The following information comes from the Federal Communications Commission.

Children's Internet Protection Act

The Children's Internet Protection Act (CIPA) was enacted by Congress in 2000 to address concerns about children's access to obscene or harmful content over the Internet. CIPA imposes certain requirements on schools or libraries that receive discounts for Internet access or internal connections through the E-rate program – a program that makes certain communications services and products more affordable for eligible schools and libraries. In early 2001, the FCC issued rules implementing CIPA and provided updates to those rules in 2011.

What CIPA requires

*Schools and libraries subject to CIPA may not receive the discounts offered by the E-rate program unless they certify that they have an Internet safety policy that includes technology protection measures. The protection measures **must** block or filter Internet access to pictures that are: (a) obscene; (b) child pornography; or (c) harmful to minors **(for computers that are accessed by minors)**. Before adopting this Internet safety policy, schools and libraries must provide reasonable notice and hold at least one public hearing or meeting to address the proposal.*

Schools subject to CIPA have two additional certification requirements: 1) their Internet safety policies must include monitoring the online activities of minors; and 2) as required by the Protecting Children in the 21st Century Act, they must provide for educating minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response.

Utah State Statute Title 53A, Chapter 3, Part 4, Section 422

53A-3-422. *Internet and online access policy required*

*State funds may not be provided to any local school board that provides access to the Internet or an online service unless the local school board adopts and enforces a policy to **restrict access to Internet or online sites that contain obscene material.***

Utah State Statute Title 53A Chapter 3 Part 4 Section 423

53A-3-423. *Process and content standards for policy*

(1) "Policy" as used in this section means the elementary and secondary school online access policy adopted by a local school board to meet the requirements of Section 53A-3-422.

(2)

(a) Each policy shall be developed under the direction of the local school board, adopted in an open meeting, and have an effective date. The local school board shall review the policy at least every three years, and a footnote shall be added to the policy indicating the effective date of the last review.

(b) Notice of the availability of the policy shall be posted in a conspicuous place within each school. The local school board may issue any other public notice it considers appropriate.

(3) The policy shall:

(a) state that it restricts access to Internet or online sites that contain obscene material and shall state how the local school board intends to meet the requirements of Section 53A-3-422;

(b) inform the public that administrative procedures and guidelines for the staff to follow in enforcing the policy have been adopted and are available for review at the school; and

(c) inform the public that procedures to handle complaints about the policy, its enforcement, or about observed behavior have been adopted and are available for review at the school.

Utah State Board of Education Administrative Rule R277-495

R277-495-2. Authority and Purpose

A. This rule is authorized by Utah Constitution Article X, Section 3 which vests general control and supervision of public education in the Board, by 53A-1-401(3) which allows the Board to adopt rules in accordance with its responsibilities, and Section 53A-11-901(2)(c)(i) directs the State Superintendent of Public Instruction to develop a conduct and discipline policy model for elementary and secondary public schools, and 47 CFR, Part 54, Children's Internet Protection Act, **which requires schools and libraries that have computers with Internet access to certify they have Internet safety policies and technology protection measures in place in order to receive discounted internet access and services.**

B. The purpose of this rule is to direct all LEAs or public schools to adopt policies, individually or collectively as school districts or consortia of charter schools, **governing the possession and use of electronic devices, both LEA-owned and privately-owned, while on public school premises and, for LEA-owned devices, wherever the devices are used.**

R277-495-4. Policy Requirements

A. Local policies shall address the following minimum components:

(3) the prohibition of access by students, LEA employees and invitees to inappropriate matter on the Internet and World Wide Web while using LEA equipment, services or connectivity whether on school property or while using school-owned or issued devices;

(4) the safety and security of students when using electronic mail, chat rooms, and other forms of direct electronic communications (including instant messaging);

(5) unauthorized access, including hacking and other unlawful activities by LEA electronic device users; and

(6) unauthorized disclosure, use and dissemination of personal student information under the Family Educational Rights and Privacy Act, 34 CFR, Part 99.

C. Additional requirements for employee policies - In addition to the provisions of R277-495-4A, policies for employee use of electronic devices shall include:

2) notice that employees are responsible for LEA-issued devices at all times and misuse of devices may have employment consequences, regardless of the user;

Related Documents

- [Children's Internet Protection Act \(CIPA\)](#)
- [Utah State Board Rule R277-495, Required Policies for Electronic Devices in Public Schools](#)
- [Utah State Code 53A-3-422](#)
- [Utah State Code 53A-3-423](#)
- [PCSD Board Policy 9110 - Acceptable Use Policy for Internet Access](#)