

ELECTRONIC MESSAGE BOARD POLICY

The electronic message board will be housed on the North side of the high school. The electronic message board is for the entire school district. It was donated to the school district by the Public Relations Committee, who sought community donations to pay for it. The board is owned by the Kewaunee School District. It will be operated by the Public Relations Committee Volunteers. The focus of the messages posted will be to announce a calendar of events.

The Public Relations Committee Volunteers are responsible for daily updating of the board. Approval for the messages posted by the Committee Volunteers will be obtained by the Committee from either the high school principal or in his absence, by the superintendent. A computer with the necessary software will be located in a room provided for this purpose at Hillcrest School. A maximum of three keys will be given to the Committee Volunteers to enter Hillcrest and the designated room.

The Kewaunee School District will provide backup for the hardware on the sign. The Public Relations Committee volunteers will be directly trained by JAG personnel and they will do their problem solving regarding the software.

Normally, the message board will not run between 11:00 p.m. and 5:00 a.m. night, out of respect for the neighbors of the district, and will only say "Kewaunee School District" or the time and temperature.

Announcements for the community will be submitted to the Public Relations Committee Volunteers and will follow the limitations of the Advertising Policy of the district. Use of the Electronic Message Board will comply with the Kewaunee City Ordinances for electronic message boards.

Information posted on the board will represent all the public schools within the district. Community organizations may also have information posted on the board as long as the information is in compliance with the Advertising Policy of the District.

At the end of the first year of operation, this policy will be reviewed by the school board, and any needed modifications will be made.