

Electronic Message Board Procedures

The purpose of the electronic message board located at the high school is to provide announcements of interest to the local community and local school district. All announcements must comply with the Advertising Policy of the District.

The message board is under the authority of the high school principal and/or the superintendent, who will approve all announcements on the board. The school district of Kewaunee will update the message board weekly, at the direction of the high school principal and/or the superintendent.

The appeals process, should someone desire a message on the board that was not approved by the building principal, is to first take this to the superintendent for resolution. If satisfactory resolution is not received, this would go to the whole school board for a decision. The decision of the school board is final.

The message board itself will be maintained by the buildings and grounds department and the electronic features will be maintained by the technology director.

Service organizations, community organizations, and events may be announced on the board. This is a free service provided to the community. All announcements on the board must conform with the Advertising Policy of the District.

If a business wishes to promote itself through an advertisement on the message board, this may be done for \$25 per week. All announcements on the message board must conform with the Advertising Policy of the District.

During summer months, the message board will be updated at least once every two weeks. The school district of Kewaunee will be responsible for the updating process.