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# Memo

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**TO:** Board of Education  
Administrative Team

**FROM:** Karen Hill

**DATE:** June 7, 2010

**RE:** Policy Revisions Background

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Policy 6320 – Purchasing (Revised) & Policy 6321 – New School Construction, Renovation (Revised)

Public Act 540 of 2008 allows districts to give a preference to Michigan-based businesses in competitive bids for school construction, supplies, materials, and equipment.

These options should be considered and adopted as policy if the district wishes to exercise the preference option. The preference may not be applied to a contract that is to be paid with federal funds.

Policy 7440 – Facility Security (Revised) & 7440.01 – Video Surveillance & Electronic Monitoring (New)

There has been a significant increase in the installation and use of video surveillance and electronic monitoring systems in schools. As a result, this update provides more extensive guidance regarding the use of these systems. Policy 7440.01 (New) addresses the circumstances and principles to be considered in the use of such monitoring systems. Any video surveillance/electronic monitoring system must be implemented in a manner that does not discriminate on the basis of race, gender, religion, or national origin.

Policy 7540.03 – Student Network & Internet Acceptable Use & Safety (Revised)

Changes to this policy reflect client concerns about online behavior of technology users and recent revisions to the Children’s Internet Protection Act. Technology protection measures and additional training requirements are specifically addressed in the statutory revisions and in the revisions to this policy. This policy reflects the current state of the law.

Policy 7540.04 – Staff Network & Internet Acceptable Use & Safety (Revised)

Changes to this policy reflect client concerns about online behavior of technology users and recent revisions to the Children’s Internet Protection Act. Technology protection measures and additional training requirements are specifically addressed in the statutory revisions and in the revisions to this policy. This policy reflects the current state of the law.

Policy 7542 – Network Access from Personally-Owned Computers and/or Other Web-Enabled Devices (New)

This new policy is provided in response to NEOLA client requests for guidance in dealing with the need of students and other individuals to access the District’s network in the course of their daily work while at school. This seems to be prompted by the wide availability provided by wireless access to networks.

P7543 – Remote Access to the District's Network (New)

This new policy is provided in response to NEOLA client requests for guidance in dealing with the growing complexities of technology usage and the growing need for access to the District's network.

P7545 – Electronic Communications (New)

This new policy is provided in response to the need for structure in dealing with electronic communications. The open access to and rapid growth in use of networking sites, instant messaging, text messaging, etc. have prompted the need for protective measures.

P8315 – Information Management (New)

The Federal Rules of Civil Procedure were amended recently to address the discovery of electronically stored information (ESI). These rules trigger District obligations to preserve documents, including ESI, before litigation is even commenced. Failure to comply with documentation preservation requirements can result in potential contempt of court findings, sanctions, fines, costs, and attorney fees. This policy reflects the current state of law.