

DRAFT Policy Statement – State Internet Filter

Title: State Internet Filter Participation Policy
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1.0 Purpose

- 1.1 The primary purpose of the policy is to provide appropriate procedures for Arkansas public schools to engage or disengage from the state’s centralized Internet filter.
- 1.2 A secondary purpose is to provide instructions for how other organizations can utilize the state’s centralized Internet filter.

2.0 Scope

- 2.1 This state Internet filter policy shall apply to all Arkansas public schools attached to the Arkansas State Network.
- 2.2 This state Internet filter policy may apply to other participating organizations attached to the State Network.

3.0 Background

- 3.1 All Arkansas public school districts are required to have an Internet content filtering service that limits access to material that is harmful to minors, (Act 1533 of 2001). Furthermore, the federal Children’s Internet Protection Act (CIPA) requires schools to implement Internet safety mechanisms in order to qualify for cost saving discounts for Internet access and internal connection service.
- 3.2 To help the public schools meet the above requirements, the Department of Information Systems (DIS) has provided a centralized Internet content filter since 1999. In May 2002, DIS up-graded to a new and more reliable filtering system. Schools not connected to this Internet filter system are those that have previously requested disengagement.

4.0 References

- 4.1 Arkansas Act 1533 of 2001: An Act to Require Arkansas Public Schools to Install Internet Filters or Obtain Internet Access from a Provider that Provides Internet Filter Service Connectivity that Limit Access to Material that is Harmful to Minors:
<http://www.arkleg.state.ar.us/ftproot/acts/2001/htm/act1533.pdf>
- 4.2 Children’s Internet Protection Act of 2000 (Public Law 106-554):
<http://www.ifea.net/cipa.html>
- 4.3 Arkansas Act 912 - An Act to Establish an Internet Use Policy for Public Schools:
<http://www.arkleg.state.ar.us/ftproot/acts/2001/htm/act912.pdf>

5.0 Policy

- 5.1 All Arkansas public schools are automatically attached to the content filter, except for those schools that have previously requested disengagement. For schools requesting to re-engage with the state filter service:
- 5.1.1 Public schools requesting to engage in the state filter system shall complete and submit all items on the attached Engage Filter Service Request Form (Attachment 2).
- 5.2 Participating public schools requesting to disengage from the state filter system shall complete and submit all items on the attached Disengage Filter Request Form (Attachment 1).
- 5.3 School districts that were disengaged from the filter prior to the date of this policy must submit a completed Disengage Filter Request Form (Attachment 1) to DIS within 90 days of the effective date of this policy to continue their disengagement status.

6.0 Internet Filter Service for Other Entities

- 6.1 Other organizations on the State Network may voluntarily request to participate in filtering service by following the procedures in Section # 7 of this policy.
- 6.1.1 For other organizations requesting to participate, refer to Engagement Form (Attachment 3) and Disengage Filter Form (Attachment 4).

7.0 Procedures

- 7.1 For engagement of state filter service:
- 7.1.1 Complete a Public School Engage Filter Request Form and submit it to DIS by mail or fax (Attachment 2). *For non-public school requests, refer to attachment 3.*
- 7.2 For disengagement of state filter service:
- 7.2.1 Complete a Public School Disengage Filter Request Form and submit to DIS by mail or fax (Attachment 1). *For non-public school requests, refer to attachment 4.*
- 7.3 For changing Internet filter controls from default settings to local control or from local control to state default settings, re-submit a Public School Engage Filter Request Form to DIS. *For non-public school requests, refer to attachment 3.*
- 7.4 After a form is received by DIS, it may take up to eight working days for the request to be activated.

8.0 Revision History

Date	Description of Change
xx/xx/2003	Original Policy Statement Published
07/15/2005	Links updated, header updated

9.0 Definitions

- 9.1 Internet Filter: To monitor, block and/or report the viewing of undesirable Internet content or web sites (URLs) by setting specific access restrictions through the use of browsers and filtering applications.
- 9.2 "Local school district" means a geographic area with an elected board of directors that qualifies as a taxing unit for purposes of ad valorem property taxes under § 26-1-101 et seq. and which board conducts the daily affairs of public schools pursuant to the

supervisory authority vested in it by the General Assembly. Public schools in the state serve students in a kindergarten through grade twelve (K-12) program or a grade one through grade twelve (1-12) program.

- 9.3** The Schools and Libraries Universal Service Fund (Public Law 106-554), popularly known as the "E-Rate," was created as part of the Telecommunications Act of 1996 to ensure that all eligible schools and libraries in the United States have affordable access to modern telecommunications and information services.

10.0 Inquiries

Direct inquiries about this policy to:

Office of Information Technology

Shared Technical Architecture

124 W. Capitol Avenue Suite 990, Little Rock, Arkansas 72201

Voice: 501-682-4300

FAX: 501-682-2040

Email: SharedArchitecture@arkansas.gov

OIT policies can be found on the Internet at: <http://www.cio.arkansas.gov/techarch>

11.0 Attachments

11.1 Public School Disengage Filter Request Form (for public school use)

11.2 Public School Engage Filter Request Form (for public school use)

11.3 Engagement Form (for non-public school organizations)

11.4 Disengage Filter Form (for non-public school organizations)

Attachment 1

Public School Disengage Filter Request Form

For Arkansas public schools desiring to be disengaged from the Statewide Internet Content

Filter: Completion and submission of the items on the form below will allow your school district to withdraw from the statewide Internet content filter. If your district is presently disengaged from the statewide system, please complete and submit the form below in order to continue disengagement.

The _____ School District (or school) chooses to be released from the centralized Internet content filter.

By choosing to be released from the centralized Internet content filter, it is required that the following information be provided:

- Our District is meeting the state and federal requirements by providing our own Internet content filter as described below. Provide an explanation of your Internet content filter mechanism, such as a description of a propriety product being utilized or a description of your own customized alternative system. Use an attached sheet if more space is required.

IP Address range(s) to be disengaged are attached to this form (required).

Contact Person: _____ Phone: _____ Email: _____

Name: _____
(District Superintendent)

Signature: _____ Date _____
(District Superintendent Signature Required)

Please submit this request to DIS Internet Filter Request, P.O. Box 3155, Little Rock, AR 72203

Phone: 501/682/4045

Fax: 501/682/4310

Note: Any district may re-engage the statewide Internet filter by completing a service request, "Public School Engage Filter Request Form" (Attachment # 2).

Attachment 2:

Public School Engage Filter Request Form

For Arkansas public schools desiring to be engaged with the Statewide Internet Content Filter:

Completion and submission of the items on the form below will allow your school/district to begin receiving services from the statewide Internet content filter.

The _____ school district (or school) requests to participate in the centralized Internet content filter.

IP Address range(s) to be engaged are attached to this form (required).

The following is optional in agreement: The school district/school can also take responsibility for its own local control of the Internet content filter. This feature allows the district to customize its filtered Internet content.

The _____ school district (or school) requests to obtain local control of the Internet content filter, thus releasing the Department of Information Systems (DIS) from providing the filter's default settings. Please provide the district contact person who will responsible for administrating the local filter content control:

Contact: _____ Phone: _____ Email: _____

Name: _____
(District Superintendent)

Signature: _____ Date _____
(District Superintendent Signature Required)

Please submit this request to DIS Internet Filter Request, P.O. Box 3155, Little Rock, AR 72203

Phone: 501/682/4045

Fax: 501/682/4310

Note: Any school district may disengage from the statewide Internet filter by completing a service request, "Public School Disengage Filter Request Form" (Attachment #1).

Attachment 3

Engagement Form

For organizations on the state network desiring to be engaged with the Statewide Internet

Content Filter: Completion and submission of the items on the form below will allow your organization to begin receiving services from the statewide Internet content filter.

The _____ agency requests to participate in the centralized Internet content filter.

IP Address range(s) to be engaged are attached to this form (required).

The following is optional in agreement: The agency can also take responsibility for its own local control of the Internet content filter. This feature allows the agency to customize its filtered Internet content.

The _____ agency requests to obtain local control of the content filter, thus releasing the Department of Information Systems from providing the filter's default settings. Please provide the agency contact person who will be responsible for administering the local filter content control:

Contact: _____ Phone: _____ Email: _____

Name: _____
(Director)

Signature: _____ Date _____
(Director Signature)

Please submit this request to DIS Internet Filter Request, P.O. Box 3155, Little Rock, AR 72203
Phone: 501/682/4045
Fax: 501/682/4310

Note: Any organization may later disengage from the statewide Internet filter by completing a service request, "Filter Request Form" (Attachment # 4).

Attachment 4

Disengage Filter Form

For organizations on the state network desiring to be disengaged from the Statewide Internet

Content Filter: Completion and submission of the items on the form below will allow your organization to withdraw from the statewide Internet content filter.

The _____ agency chooses to be released from the centralized Internet content filter.

IP Address range(s) to be disengaged are attached to this form (required).

Contact Person: _____ Phone: _____ Email: _____

Name: _____

(Director)

Signature: _____ Date _____

(Director Signature)

Please submit this request to DIS Internet Filter Request, P.O. Box 3155, Little Rock, AR 72203 –
Phone: 501/682/4045 – Fax: 501/682/4310

Note: Any organization may re-engage the statewide Internet filter by completing a service request, “Engage Filter Request Form” (Attachment #3).