NEOMIN District Web Hosting Policy

Purpose:

To provide a solution that allows NEOMIN member districts to develop and host their own districts web site in a reliable and cost effective manner.

Scope:

Any consortium member that wishes to host their districts web site under the guidelines that NEOMIN offers and supports.

Policy:

Guidelines

- Only one root domain name in the "k12.oh.us" namespace will be registered per district. Example: districtname.k12.oh.us. Multiple sub domains may be registered under the root domain if needed.
- Only one authorized account will be given to access each domain and/or sub domain.
- It is the responsibility of the district to keep the username and password to the site secure. Under no circumstances are students to be given the site login information, as this practice risks compromise and vandalism of the district site.
- NEOMIN will provide a maximum storage space of 1 GB to each district for the content of their site. If needed, additional space may be available for an extra charge.
- NEOMIN can install the Microsoft FrontPage server extensions on a district site upon request, but the district must commit to FrontPage as the sole means of deploying content to the site. If you have questions about this, contact the NEOMIN Webmaster.
- NEOMIN supports the PC-based WS_FTP client software, and also the FTP client that is native to Internet Explorer Version 6.0. A district may use whatever tools they prefer to upload content to their site, but NEOMIN personnel support only WS_FTP and IE Version 6.0 if the district needs training or assistance uploading. We can also assist with FrontPage web uploads.
- NEOMIN web hosting supports Perl scripts and ASP scripts upon request. No other scripting languages are supported, and under no circumstances will NEOMIN assist with script authoring or debugging. Scripting and script debugging is left entirely to district developers and should be thoroughly tested before deployment.

- Call in technical support for the web hosting service is only available from 8AM until 4PM Monday through Friday when NEOMIN personnel are present in the NEOMIN offices.

Procedures

- Districts will upload web pages or a copy of their web pages to the NEOMIN server
- Districts are responsible for developing the content for their web pages.
- NEOMIN is responsible for administration of the web server.
- NEOMIN is responsible for the backup of data. Note: It is also recommended that each district keep a backup copy at their site.
- All questions and calls for assistance should be addressed to NEOMIN by the district technology coordinator.

Liabilities

- NEOMIN is in no way accountable for the content of any web pages that get published to the web server.
- NEOMIN is also not accountable for any personal information that may be included in any pages served by the NEOMIN web server. Example: names, addressed, photos.
- It is up to the individual district to monitor the content that is being published to the server, and displayed to the public Internet.

Enforcement

- If the above-mentioned guidelines and procedures are violated, NEOMIN has the right to turn off any or all of the web hosting services for the district.

Placing an Order

- If you would like to place an order for a new site, please, be sure to specify any special options you require for your web site (e.g. Microsoft FrontPage Server Extensions or CGI). You may place your order by sending an email to the Webmaster.

I have read the above information and fully understand the policy for hosting district web sites at NEOMIN.

_____   _____   _____

Name/Title   District   Date