

Blessed Kateri Catholic Church

Policy Regarding WebPages and Postings

Blessed Kateri Tekakwitha Catholic Church (the parish) may create a website that shall be used to:

- Communicate ideas and information about spirituality, the parish programs, and the parish or church-related activities with our members and friends
- Reach out to the community, potential new members, sister parishes in the Archdiocese of Los Angeles, the Christian Community, and others with ecumenical interests.

Guiding Principles and Guidelines for the Publicly Available WebPages

1. At all times, the parish will safeguard the privacy and confidentiality of its members by carefully managing content on the publicly available web pages.
2. The “Disclaimer Statement” (appendix “A”), will be printed on any page that lists external links. In addition, on the website home page there will be a link to the “Privacy Statement” (appendix “B”).
3. This policy in its entirety will also be available on the parish website.

What Websites Covered by This Policy?

4. These guidelines apply to any webpage within the “blessedkateriparish.org” domain.
5. Due to the limitations of the parish web server, some of the parish ministries host their ministry websites on an outside server, with a link from the blessedkateriparish.org domain. No parish ministry may have an external website without approval from the Pastor.
6. All parish ministries that identify themselves as part of Blessed Kateri Catholic Church must abide by these policies. Whenever these policies refer to “the parish” it is understood that they also refer to parish ministries hosted on external servers.
7. If a parish ministry does not abide by these policies, the Webmaster will remove all links from the blessedkateriparish.org domain.
8. A list of parish ministries with external web serves will be listed on this policy (Appendix “C”). It will be updated as necessary.

What Personal Information Will Be Allowed On The Public WebPages?

9. Public WebPages are those pages that any member of the public may access. Ministries may also have private, intranet sites to enable selected members of the parish to communicate safely and securely.

10. The parish will not provide the following information on any of its public WebPages:
- Birthdays
 - Address, telephone numbers, and email address without permission. Submission of an item to the parish bulletin will be considered permission to print on a public webpage.
 - Change of address information without written permission of the member
 - The last names of children under 18 years of age. When it is necessary to publish a child's name, only first name, or first name and last initial will be published.
11. When publishing pictures on any of the public parish WebPages:
- Children will not be identified by name. If there is any objection to the child's picture being used, it will be immediately removed.
 - The names of adults may be published unless a member requests that their name be removed.

What Personal Information Will Be Collected on the Parish WebPages?

12. In general, the parish does not wish to collect personally identifiable data over the parish WebPages. However, there may be specific, valid circumstances where a parish ministry may wish to collect personally identifiable data for specific, overt reasons.
13. Before adding a public webpage interface to collect personally identifiable data, a ministry must receive approval from the Pastor.

Will the Parish Allow Advertising and Sponsorship on its WebPages?

14. It is the philosophy of the parish to not permit advertising, either political or commercial, on its websites. Although communications that further the church's mission or administrative roles are permitted, these must be consistent with Archdiocesan or IRS regulations. Exceptions to this advertising and sponsorship policy may be made on the approval of the Pastor.

Who is responsible for enforcement of these Policies?

15. It is the responsibility of the Pastor, the Parish Manager, the Webmaster, and the Safe Environment Committee to oversee the parish's WebPages and to enforce these guidelines.
16. To ensure that all posting are appropriate, nothing will be allowed to be posted on the parish website without the authorization of the Pastor, the Parish Manager, or the Director of Religious Education.

Does the Child On-Line Privacy Act of 1988 (COPPA) apply?

17. This legislation applies only to Web sites of a commercial nature. However, the parish considers it to provide sound advice for any Web site that may be accessed by children.

APPENDIX A

Disclaimer Statement

The following will be on any parish WebPages that has a listing of external links.

Disclaimer Statement

The parish's website endeavors to provide up-to-date and useful information to its members and friends. At times, the parish website links to WebPages that provide its members and friends with useful, relevant and/or interesting links. It should be noted that these linked sites are independently run outside of the parish. As such, the parish can not take responsibility for the privacy practices, activities or content of these external sites.

If you feel that any of links listed here are inappropriate, please contact the webmaster.

APPENDIX “B”

PRIVACY STATEMENT

The following will be placed on the parish website (including the website of any parish-approved ministry). A link to this privacy statement will be included on the home page of each website.

Website Privacy /COPPA Statement

Blessed Kateri Catholic Church (the parish) is committed to respecting and protecting the personal privacy of its members and those who visit its website. It is our policy to acquire personal information from users only by overt and voluntary means, only when it is in the interest of the user to provide it, and to utilize this information only for the purpose it was provided.

The information that follows explains the kinds of information the parish website collects, how it is used, and the conditions under which it is made available to third parties, how information is maintained, and our compliance with the Children's Online Privacy Protection Act.

NOTE: This privacy policy applies only to www.blessedkateriparish.org. This privacy policy does not apply to any external websites to which this site is linked, as we do not control the content of those websites.

1. This site collects anonymous data that is not indicative of and cannot be traced to an individual without the cooperation of his or her Internet Service Provider. This data includes information about the user's remote IP address, referral data (which page "linked" to the present request), and the browser software's user-agent string. This information is accepted passively from the HTTP headers that are sent from the user when requesting any file from the server.
2. In general, the parish generally does not collect personally identifiable information.
3. If personally identifiable data is collected it will be only by means of form interfaces on the site, into which the user must voluntarily enter the information requested. This information is requested only when it is necessary to accomplish the overt purpose indicated by the interface containing the form that requests it. Such for interfaces require only the information reasonably necessary to accomplish the overt purpose indicated on the interface.
4. No attempts will be made to covertly or “quietly” collect personally identifiable information, nor are cookies or any other tracking technology used for the purpose of coordinating information that a user may opt to enter in various interfaces on the site.

How Does The Parish Use The Information It Collects?

5. The anonymous information collected is used to monitor the usage of this website and the interests of those who use it. Data such as the volume of traffic to the server, the number of visitors a certain section of the site receives each month, or the most popular search terms are analyzed to derive general statistics about the site's reach and the audience's usage patterns.

6. When personally identifiable information is collected it is used only for the express purpose for which it was submitted

With whom does the parish share the information that is collected?

7. The parish does not share, sell or give personally identifiable information from its web sites with anyone.
8. Reports, statistics, and other analyses of aggregate anonymous information may be shared within the organization at the sole discretion of the parish. This information does not include any personally identifiable information.
9. Exception: the parish reserves the right to use all information at its disposal and to share this information with ISPs and other third parties as necessary to investigate any incident of misuse or abuse of its site, server, or information systems.

How does the parish maintain the information it collects?

10. In most cases, personally identifiable information is not maintained. Once it has been used for its intended purpose, it is deleted. Because of the brevity of this interval, no mechanism is provided to enable users to alter or delete information they have submitted.

Does the parish comply with the Children's Online Privacy Protection Act (COPPA) of 1998?

11. This legislation applies only to Web sites of a commercial nature. However, the parish considers it to provide sound advice for any Web site that is intended for use by children.
12. The parish will not use its website to collect any personally identifiable information from children under 13 years of age. Any interface that requests personally identifiable information that appears on an interface that can be expected to be viewed by children less than 13 years of age is accompanied by a notice that submissions cannot be accepted from users less than 13 years of age. Where "age" or "date of birth" is requested, no information will be stored or transmitted unless the response indicates that the user is 13 years of age or older.
13. Providing personal information is never a prerequisite for accessing any of the content or resources on this website. Specifically, refusal to provide personal information via a Web interface will never result in a user being denied access to any online content or resource he would be able to access were the information submitted

Policy Modifications and Deviations

14. We may modify this privacy policy and will post those changes here. If the privacy policy changes in the future, we will not use any personal information you have submitted to us under the current Privacy Policy in a manner that is materially inconsistent with this Privacy Policy, without your prior consent

APPENDIX “C”

Authorized Ministries of Blessed Kateri Parish Hosting External WebPages

The following ministries are authorized to have external WebPages. They agree to abide by all of the parish’s WebPages policies. If you see material that is inappropriate or objectionable, please contact the parish Webmaster or Pastor.

| Blessed Kateri Parish Ministry | WebPages Domain | Webmaster |
|--------------------------------|---|--|
| Boy Scouts Troop 228 | http://www.kdrosenberger.com/troop228/ | kevin.rosenberger@comcast.net |
| Confirmation | http://www.geocities.com/tender.lily@sbcglobal.net/the_parishCP_Home.html | tender.lily@sbcglobal.net |
| Life Teen | http://www.bklifeteen.org/ | |
| Men of Promise | http://www.menofpromise.org/home.htm | hfjordan@pacbell.net |

Updated 4/05

Additional disclaimer for Scout webpage:

This domain is not an official electronic publication of the Boy Scouts of America, Bill Hart District, or the Western Los Angeles Area Council. The website owner, authors and any organizations mentioned herein disavow liability for misuse of any materials found at this domain. It is our goal to provide material of value to individuals in our unit and members of the Boy Scouts of America.