For Immediate Release

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Full E-mail Archiving Strategy Needed in K-12

New CoSN White Paper Provides Ed Tech Leaders with Detailed Information About New Changes to Federal Laws, Case Studies and Recommendations for Compliance

Washington, DC (June 25, 2008) – The Consortium for School Networking (CoSN) today released a new White Paper, titled *School Districts, Data Retention and Federal eDiscovery Rules: The Case for a Full E-mail Archiving Solution Now*, which was developed to help education technology leaders understand recent changes to federal laws governing e-mail archiving and data retention, and to increase awareness about the importance of schools acting in accordance with the rules. The White Paper underscores the need for a complete e-mail archiving solution, and provides recommendations to school technology leaders for achieving compliance and case studies detailing successful approaches taken by school districts around the country. In addition, the paper sheds light on the policy issues, technology challenges, budget constraints and legal implications facing schools as they work to ensure that their districts are compliant.

"E-mail has transformed the way we all communicate – educators, schools and school districts included. Because much information is shared electronically and federal laws and judicial interpretations are including electronic communication as subject to legal discovery, it has become increasingly important for schools to make e-mail archiving a critical part of their record-keeping activities," said Keith Krueger, CEO of CoSN.

"The goal of this new paper and our advocacy efforts on this issue is to provide educators with the information they need to understand what compliance means and how to achieve it," said Donna Boivin, CIO, Springfield Public Schools, MA and member of the Task Force that developed the White Paper.

The new white paper on e-mail archiving defines eDiscovery and contrasts it with Open Records laws, highlighting that while many districts have been

operating under Open Records for years, eDiscovery is a new issue. The paper also details how the rules were updated following a December 2006 U.S. Supreme Court ruling that amended the Federal Rules of Civil Procedure (FRCP) to include all electronic information – including e-mail and instant messages – as subject to legal discovery.

A recent online survey found that 80 percent of school administrators are unclear about their district's policies for the retention of electronically-stored information, including e-mail and instant messages. Two out of three IT administrators responsible for managing backup data and archived messages said they were aware of the newly amended FRCP, and 90 percent said they had yet to initiate an FRCP compliance preparedness plan.

"While we provide case studies in the paper illustrating how some school districts are complying with new regulations, what is really needed is a comprehensive e-mail archiving solution or protocol to help educators ensure that they are operating in compliance with the law," said Jeff Patterson, an industry leader from Gaggle.net who helped lead the task force that developed the White Paper. "Schools want to be compliant but many educators are unsure of the right steps to take. National leadership is needed on this issue and therefore it is important that CoSN, as the leading voice for district technology leaders, is urging action and educating on this critical issue."

In addition to providing background information about eDiscovery, the new CoSN white paper includes profiles of how some districts are archiving, including in-house, hardware-based solutions and hosted solutions. CoSN also notes that archiving is important for three key reasons – in the case of a lawsuit, to have backup information for *district defense*; to ensure vital information can be safeguarded as part of a *disaster recovery* plan; and to maintain an adequate *knowledge base*.

An Executive Summary of the paper is available at www.cosn.org. The complete paper will be sent to CoSN institutional and corporate members as a benefit of their membership.

The Task Force of educators and industry leaders who developed the paper included:

- Jon Bernstein, President, Bernstein Strategy Group
- Donna Boivin, Chief Information Officer, Springfield Public Schools, MA
- Sue Derison, Director of Information Systems and Support, Forsyth County School District, GA
- Bailey Mitchell, Chief Technology and Information Officer, Forsyth County Schools, GA
- Jeff Patterson, President, Gaggle.net

This effort was made possible by support from Gaggle.net.

About the Consortium for School Networking (CoSN)
CoSN is the country's premier voice in education technology leadership, serving K-12 technology leaders who through their strategic use of technology, improve teaching and learning. CoSN provides products and services to support and nurture leadership development, advocacy, coalition building, and awareness of emerging technologies.

CoSN leadership initiatives include: Using Technology to Raise the Achievement of ALL Students (www.accessibletech4all.org); Cyber Security for the Digital District (www.securedistrict.org); Data-Driven Decision-Making (www.3d2know.org), K-12 Open Technologies (www.k12opentech.org); Taking Total Cost of Ownership to the Classroom (www.classroomtco.org); Value of Investment (www.edtechvoi.org) and the development of the Council of School District Chief Technology Officers (CTO Council).

CoSN's membership includes a unique blend of education and technology leaders, policy makers, and influencers from the public and private sectors. Our audience includes key technology leaders (often called Chief Technology Officers—CTOs) in leading-edge states and districts, policy makers, private sector leaders, as well as those technology leaders who wish to accelerate their districts' or states' systemic technology use. Visit www.cosn.org or phone 866.267.8747 to find out more about CoSN's programs and activities supporting leadership development to ensure that information technology has a direct and positive impact on student learning in elementary and secondary schools.

About Gaggle.Net
Founded in 1998, Gaggle.Net is in its ninth year of providing safe, filtered email accounts to over 1 million K-12 users throughout the United States and around the world.

Starting in December 2006, Gaggle began offering a new email archiving service to help school districts meet the federal requirements for eDiscovery and open records laws. The Gaggle solution works with Microsoft Exchange, Novell GroupWise, Lotus Notes, NetMail, Google Apps, IMail, @Mail, Postfix and many other email servers. The solution does not require the district to make any hardware or software purchases and can be implemented in one day.

Gaggle's archiving solution offers sophisticated search features, security logging, multiple access levels, private accounts, LDAP authentication and much more. The cost per user includes unlimited mail storage.

For additional information, please contact Michael Kessler. You may also visit our website at http://www.gaggle.net

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