



Book	Board Policies
Section	5000 Students
Title	PERSONAL COMMUNICATION DEVICES
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5136 - **PERSONAL COMMUNICATION DEVICES**

Students are personally and solely responsible for the care and security of their personal communication devices (PCDs). The District shall not assume responsibility for devices that are damaged, lost or stolen when brought to school or after being confiscated for violation of this policy.

Parents/Guardians are advised that the best way to get in touch with their child during the school day is by calling the school office.

Students may use PCDs before and after school, during after school activities (e.g., extra-curricular activities), or at school-related functions. Use of PCDs, except those approved by a teacher or administrator, at any other time is prohibited and they must be powered completely off (i.e., not just placed into vibrate or silent mode) and stored out of sight.

Students may possess electronic communications devices only under the following conditions:

- A. Electronic communications devices must be set on silent, or vibrate mode at all times during the instructional day whether in the school building or on school grounds unless being used for instructional purposes as set forth in paragraph B(1) through B(5) below. Any use of electronic communications devices during the instructional day, including during lunch periods and change of classes shall be grounds for appropriate discipline. "Forgetting" to set the communication device on silent or vibrate mode is not a valid excuse for a violation of this requirement.
- B. Electronic communications devices must be kept out of sight during the instructional day. Electronic communications devices must be kept in a locker, book bag, backpack, pocket or purse during the instructional day. Electronic communication devices shall not be kept in or on waistbands or other areas of clothing that can be easily accessed or viewed during the instructional day.
 1. Notwithstanding the foregoing, students shall be allowed to bring their own personal electronic devices to school in anticipation for instructional uses. A personal electronic device is defined as a tool or product that emits an audible signal, vibrates, displays a message or otherwise summons or delivers a communication to the possessor. The following technology tools and products are examples of personal electronic devices: laptops, tablets, cellular and wireless telephones, pagers/beepers, personal digital assistants (PDAs), Blackberries or smartphones, Wi-Fi- enabled or broadband access devices, two-way radios or video broadcasting devices, and other devices that allow a person to record and/or transmit, on either a real time or delayed basis, sound, video or still images, text, or other information. Lasers and electronic games are not considered to be personal electronic devices.
 2. Students may not use permitted personal electronic devices on school property or at a school-sponsored activity to access and/or view internet web sites that are otherwise blocked to students at school or except as authorized by paragraph B(1) through B(5) of this policy. Teachers may elect to authorize the use of personal electronic devices to augment their class instruction. Internet access for personal electronic devices shall be only through secured, filtered school-provided Wi-Fi.
 3. Students shall not be required to obtain or given additional credit or benefits for possessing and using personal electronic devices. Use of personal electronic devices beyond that authorized by this policy shall be subject to discipline under the Guide to Positive Student Behavior.

4. Acceptable personal electronic devices include laptops, tablets, mobile phones, cameras, and MP3/CD players (with headphones). Unacceptable personal electronic devices include, but are not limited to, lasers and electronic games/toys.
 5. Personal electronic devices and other electronic devices shall not be used to capture, record or transmit the words (i.e. audio) and/or images (i.e., pictures/video) of any student, staff member or other person in the school or at a school-related activity, without express prior notice and consent of authorized school personnel. Unless authorized by the chief academic officer or designee, the use of any camera or device which contains a camera that takes still or motion pictures regardless of format is prohibited.
 6. Students shall be informed that there shall be no expectation of privacy in the use of personal electronic devices with any district Wi-Fi network.
- C. Electronic communications devices may not be used while traveling on district school buses except in cases of an emergency and approval by the bus driver, or as a result of an Individualized Education Program (IEP) team decision.
 - D. During periods of state mandated testing teachers must request that students remove all devices from their possession, either by returning the devices to lockers or placing outside the direct possession of the student. If an electronic communication device is used at any time during the test administration, it must be confiscated and may be returned only to the parent or guardian. Any use of an electronic communications device during testing will be considered cheating and appropriate disciplinary action will be taken.
 - E. Building principals may grant individual students permission to use electronic communications devices during the instructional day upon advance approval based on unique circumstances or in cases of emergency.
 - F. Individualized Education Program (IEP) teams may grant individual students with disabilities permission to use electronic communication devices during the instructional day based on the unique needs of the student as identified in his/her IEP or 504 plan.

For purposes of this policy, "personal communication device" includes computers, tablets (e.g., iPads and similar devices), electronic readers ("e-readers"; e.g., Kindles and similar devices), cell phones (e.g., mobile/cellular telephones, smartphones [e.g., BlackBerry, iPhone, Android devices, Windows Mobile devices, etc.]), and/or other web-enabled devices of any type. Students may not use PCDs on school property or at a school-sponsored activity to access and/or view Internet web sites that are otherwise blocked to students at school. Students may use PCDs while riding to and from school on a school bus or other Board-provided vehicles or on a school bus or Board-provided vehicle during school-sponsored activities, at the discretion of the bus driver, classroom teacher sponsor/advisor/coach. Distracting behavior that creates an unsafe environment will not be tolerated.

Also, during after school activities, PCDs shall be powered completely off (not just placed into vibrate or silent mode) and stored out of sight when directed by the administrator or sponsor.

Under certain circumstances, a student may keep his/her PCD "On" with prior approval from the building principal.

Except as authorized by a teacher, administrator or IEP team, students are prohibited from using PCDs during the school day, including while off-campus on a field trip, to capture, record and/or transmit the words or sounds (i.e., audio) and/or images (i.e., pictures/video) of any student, staff member or other person. Using a PCD to capture, record and/or transmit audio and/or pictures/video of an individual without proper consent is considered an invasion of privacy and is not permitted. Students who violate this provision and/or use a PCD to violate the privacy rights of another person may have their PCD confiscated and/or held until a parent/guardian picks it up, and may be directed to delete the audio and/or picture/video file. If the violation involves potentially illegal activity the confiscated-PCD may be turned-over to law enforcement.

PCDs, including but not limited to those with cameras, may not be activated or utilized at any time in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include, but are not limited to, classrooms, gymnasiums, locker rooms, shower facilities, rest/bathrooms, and any other areas where students or others may change clothes or be in any stage or degree of disrobing or changing clothes. The Superintendent and building principals are authorized to determine other specific locations and situations where use of a PCD is absolutely prohibited.

Students shall have no expectation of confidentiality with respect to their use of PCDs on school premises/property.

Students may not use a PCD in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed or intimidated. See Policy 5517.01 – Bullying and Other Forms of Aggressive Behavior. In particular, students are prohibited from using PCDs to: (1) transmit material that is threatening,

obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon their race, color, national origin, sex, sexual orientation, disability, age, religion, ancestry, or political beliefs; and (2) engage in "sexting" - i.e., sending, receiving, sharing, viewing, or possessing pictures, text messages, e-mails or other materials of a sexual nature in electronic or any other form. Violation of these prohibitions shall result in disciplinary action. Furthermore, such actions will be reported to local law enforcement and child services as required by law.

Students are also prohibited from using a PCD to capture, record, and/or transmit test information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty. Likewise, students are prohibited from using PCDs to receive such information.

Possession of a PCD by a student at school during school hours and/or during extra-curricular activities is a privilege that may be forfeited by any student who fails to abide by the terms of this policy, or otherwise abuses this privilege.

Violations of this policy may result in disciplinary action and/or confiscation of the PCD. The building principal will also refer the matter to law enforcement or child services if the violation involves an illegal activity (e.g., child pornography, sexting). Discipline will be imposed on an escalating scale ranging from a warning to an expulsion based on the number of previous violations and/or the nature of or circumstances surrounding a particular violation. If the PCD is confiscated, it will be released/returned to the student's parent/guardian after the student complies with any other disciplinary consequences that are imposed, unless the violation involves potentially illegal activity in which case the PCD may be turned-over to law enforcement. A confiscated device will be marked in a removable manner with the student's name and held in a secure location in the building's central office until it is retrieved by the parent/guardian or turned-over to law enforcement. School officials will not search or otherwise tamper with PCDs in District custody unless they reasonably suspect that the search is required to discover evidence of a violation of the law or other school rules. Any search will be conducted in accordance with Policy 5771 – Search and Seizure. If multiple offenses occur, a student may lose his/her privilege to bring a PCD to school for a designated length of time or on a permanent basis.

A person who discovers a student using a PCD in violation of this policy is required to report the violation to the building principal.

Students are personally and solely responsible for the care and security of their PCDs. The Board assumes no responsibility for theft, loss, or damage to, or misuse or unauthorized use of, PCDs brought onto its property.

Parents/Guardians are advised that the best way to get in touch with their child during the school day is by calling the school office.

Effective 7/1/15

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