

<h1>POLICY</h1>	2009	7413
	Students	

SUBJECT: Student Use of Electronic Devices (personal communication devices, computers, recording devices)

Definitions

Personal communication device-cell phone, palms or any devices, which can be used to communicate with another individual through texting, messaging or speaking.

Instructional day-periods 1-9 (including forum)

Personal Communication Devices

Use of these devices will be permitted according to the following guidelines.

- All students may use these devices on campus before and after the instructional day.
- Students in grades 5-12 may use such devices during their lunch period.
- In addition, students in grades 9-12 may use such devices when passing between classes.
- During the instructional day, personal communication devices should not be seen, heard or used.

Unauthorized use of such devices during the instructional day disrupts the instructional program and distracts from the learning environment. Therefore, if personal communication devices are seen, heard or used during the instructional day, teachers will ask students to put away their personal communication device. If the student refuses, s/he will be considered insubordinate and will be referred to the building administration for disciplinary action. Also, repeated offenses during instructional time may be reported to the building administration for disciplinary action. Discipline consequences will range from detention to the loss of cell phone privileges for up to three months, depending on the individual situation.

If the district safety plan has been activated, students may be required to hand their communication devices to their home room teachers or in the case of a lock-down, to the teacher or staff member who is in charge. Wide-spread use of personal communication devices during emergencies could hamper vital communications and cause further safety issues (e.g. 911, cell towers). If the district safety plan has been activated, parents will be updated on a regular basis via the Connect Ed system, so it is important that their contact information is up-to-date.

The district's academic honesty policy extends to use of these electronic communication devices. (Policy 7401)

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SUBJECT: Student Use of Electronic Devices (personal communication devices, computers, recording devices) (Continued)

All students who wish to bring a personal communication device to school will need to read, sign and agree to this policy. They will also have their parents sign their acknowledgement of this policy.

Since schools are educational institutions, all students will attend a training session on the proper use and safety issues related to the use of these devices during a lunch or 10th period.

Laptops, Personal Digital Assistants (PDAs)

Laptop computers and personal digital assistants (PDAs) brought to school shall be restricted to classroom or instructional-related activities. Building level decisions may allow these devices to be used in cafeterias and other designated areas. Students shall comply with the guidelines set by the classroom teacher or school officials for the educational use of laptop computers and PDAs. These devices shall not be used when they would cause a disruption of school activities. In addition, these devices may not be used with a wireless, unfiltered connection to the Internet. At all times, these personal devices are covered by the District's Acceptable Use Policy.

Digital Recording Devices (e.g. IPODs, MP3)

Digital recording devices brought to school shall be restricted to classroom or instructional-related activities. Building level decisions may allow these devices to be used in cafeterias and other designated areas. Students shall comply with the guidelines set by the classroom teacher or school officials for the educational use of these devices. These devices shall not be used when they would cause a disruption of school activities.

All Devices Covered Under this Policy

Exceptions to the prohibitions set forth in this policy may be made for health, safety or emergency reasons with prior approval of the building principal or designee, or when use is provided for in a students' individualized education program (IEP).

The District shall not be liable for the loss, damage or misuse of any electronic devices brought to school by a student. Therefore, it is important that any electronic devices be kept secure at all times.

The Superintendent or designee shall annually notify students, parents/guardians and staff about the District's electronic device policy by publishing such policy in the student handbook, newsletters, posted notices and other efficient methods.

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Approved: Board of Education
May 23, 2007

Approved: Board of Education
March 26, 2008

Approved: Board of Education
August 26, 2009

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Student Section:

I have received and read a copy of Policy 7413. I agree to abide by this policy. In addition, I understand that I may be subject to personal responsibility and liability, both civil and criminal, for any unauthorized, improper or illegal use of these personal electronic devices while on school property. I also acknowledge that I may be disciplined for violation of this policy under the District Code of Conduct.

Dated _____

Student Name (print) _____

Grade Level _____

Parent/Guardian Section:

I have received and read a copy of the Policy 7413. I will emphasize to my child the importance of following the rules set forth in this policy. I will also instruct my child regarding any restrictions that we may have in addition to the District's restrictions set forth.

Parent's Signature

Date

Parent's Name (Please Print)

Home Address