

## STUDENT USE OF PERSONAL ELECTRONIC DEVICES

The Board of Education recognizes that there are personal electronic devices that have educational applications such as calculators, voice recorders, digital cameras, music listening devices. Multipurpose devices may now incorporate these and a wide range of other functions in smart phones and tablets. These devices shall be allowed to be used in classrooms or other instructional settings only when they are included as part of a lesson or other instructional activity and operated under the direction of a staff member.

The Board acknowledges that cellular phones, pagers, texting and other social media systems can be a positive means to facilitate communication; however, the display and/or use of such devices can cause disruption to the educational process.

Therefore, to prevent such disruption, the display and/or use by students of personal educational devices, as defined above, shall be prohibited from the time students arrive at school until the end of the regular school day unless either specifically permitted for use by a teacher or administrator OR if the Code of Conduct and student handbook specifically authorizes specific locations and/or times when usage is permissible. At all times when use is not permitted such devices must be turned off and stored out of sight. The District is not responsible for stolen, lost or damaged personal electronic devices.

In emergency situations, exceptions to the prohibition of the use of personal electronic devices may be granted by teachers or administrators.

Misuse of any of these electronic devices will result in its confiscation in accordance with guidelines established within the code of conduct and student handbook for each school. Some uses of personal electronic devices constitute violation of the School District Code of Conduct and in some instances, the law. The School District will cooperate with law enforcement officials as appropriate.

### Cellular Telephones and Testing

In order to ensure the integrity of testing, in accordance with state guidelines, students are not allowed to bring cell phones or other personal electronic devices into classrooms or other exam locations during state assessments. During other testing and assessments a teacher may give specific permission for students to keep such devices in their possession with devices turned off and out of sight. The exception to this policy is if a teacher gives specific permission for personal electronic devices to be used during a classroom, non-state assessment.

In all circumstances where personal electronic devices are not permitted, test proctors, monitors and school officials shall have the right to collect cell phones and other prohibited electronic devices prior to the start of the test and to hold them for the duration of the test taking time. Appropriate administrative procedures shall be developed to ensure efficient and secure identification and storage of these devices while they are in the care of the District. Admission to state assessments or any other test where such devices are not permitted will be prohibited to any student who has a cell phone or other personal electronic device in their possession and does not relinquish it.

Students with individualized education plans (IEPs), 504 Plans, or acceptable documentation from a medical practitioner that specifically requires the use of an electronic device may use such devices, as specified.

The Superintendent shall develop procedures to ensure the implementation of this policy.

Cross-ref: 5300, Code of Conduct

Adoption date: January 16, 2013