

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

Cellular phones and personal communication devices- use during instructional time prohibited

The use of personal communication devices by students during instructional time is determined to be disruptive to the educational environment, not conducive to productive learning experiences and often the source of disciplinary intervention. The following conditions will be in effect.

A. Student use of personal cell phones, personal communication devices and accessories, such as ear buds, or personal wireless headphones (hereinafter “personal communication devices”) are prohibited during instructional time and in instructional settings.

Students are prohibited from using personal communication devices during instructional time or in instructional settings. Leaving the classroom during instructional time to use personal communication devices in another setting may constitute a violation of the Code of Student Conduct. Personal communication devices should not be used in bathrooms.

1. Students may not have a personal communication device “on” or in use during instructional time or in a location that allows the student to hear or see the activated device during instructional time. Any such item must be stored in a personal backpack or similar personal bag or purse, teacher designated areas within the instructional setting, lockers or in a personal vehicle. Such item should not be kept on the person or in the clothing of a student as doing so allows the student to access the device with ease.
2. “Instructional setting” means any location where a staff member is providing instruction or instruction related, administrative, medical or health related activities, including, but not limited to: classrooms; libraries; scholas; auditoriums; gymnasiums and inside and outside physical education areas; performing arts areas, locker rooms; school administrative offices, nurses’ or other medical or psychological provider’s office or assigned room within the period of the school day.
3. Communication during emergency conditions- all staff members have access to communication devices during instructional time and can contact the school office should emergency conditions arise. During an actual school emergency, students who

- access stored personal communication devices to make calls for assistance will not be penalized.
4. Personal wired headphones that plug directly into the school issued device will be allowed for instructional purposes as assigned by teacher when using the school issued device.
 5. Students retain sole responsibility for personal communication devices while attending school or school sponsored events. School Division resources should not be used to recharge such devices during the school day.

B. Discipline of students

Students who violate this Regulation will be subject to discipline ranging from a warning to out-of-school suspension as set forth in the Code of Student Conduct. Students may also be prohibited from having any personal cell phone, communication device or accessory on school property or at school events if the School Administration determines that the student has failed to demonstrate the ability to adhere to applicable rules, regulations and policy. Any student who uses a personal cell phone, communication device or accessories in the violation of a local, state or federal crime will be referred to law enforcement and will be further disciplined for such action. Parents/legal guardians of minor students may be required to meet with the school administrators to address their student's continued violation of this Regulation.

C. Teachers and staff members

1. Teachers and staff members will enforce the terms of this Regulation as well as other applicable regulations and policies in a consistent and fair manner.
2. Teachers will not be required to confiscate a personal communication device from a student who is in violation of this Regulation. They must, however, follow the prescribed Disciplinary Guidelines in this area.
3. Teachers or staff members should clearly designate where in the instructional setting students should store personal communication devices for any student who cannot store such devices in a personal backpack, bag, purse, or locker.
4. Students may not be authorized to use personal communication devices to fill instructional time or to occupy students in lieu of providing instructional activities or as a reward.

5. Teachers and staff members should model appropriate cellphone or personal communication device control by not using such devices during instructional time.

Adopted by the School Board: 2022

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Lencioni