

*Miller Place Union Free School District*  
*Miller Place, New York 11764*  
**Board of Education Policy**

**3410**

**MOBILE DEVICES**

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It is recognized that specific District employees will be required to carry mobile devices (e.g. cell phones) to meet their job responsibilities. Job titles requiring mobile devices shall be listed in Regulation No. 3410.R.

The District shall establish the level of service contract for each specific employee, with the contract for same subject to review and approval by the Board of Education. The Regulation for use of mobile devices is attached hereto.

Cell phones should be used for District business purposes only. Failure to follow these guidelines may result in revocation of the phone and discipline of the employee. In addition, since employees are issued District-owned cell phones in connection with their work responsibilities, employees shall not have an expectation of privacy with respect to information contained on the device (e.g., text messages, images, records of phone calls).

As with any District-owned equipment, employees must take proper care of cell phones and take all reasonable precautions against damage, loss, or theft. Any damage, loss, or theft must be reported immediately to the IT and Business Offices. Since employees are responsible for the safe return of District-owned cell phones, employees who use District-owned cell phones may be liable for damages or loss which occurs during the period of its use.

**Reference:** Fourth Amendment, U.S. Constitution  
Fourteenth Amendment, U.S. Constitution  
*City of Ontario, California v. Quon* 130 S. Ct. 2619  
(2010)

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**Reviewed:** 10/24/2007 01/12/05 09/30/2009 10/28/2015 11/17/2021

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