The Office of Educational Assessment and Authority (OEAA) requires districts to communicate the policy for the use of electronic devices by students and staff during standardized state testing.*

The Electronic Device Policy for Flushing Community Schools is as follows:

Students are prohibited from having access to these devices during standardized state testing:

- Mobile phones, smartwatches, fitness trackers, or other wearable technology
  - Simple digital non-smart watches or analog watches are acceptable, except when taking the ACT WorkKeys exam. No watches are permitted during ACT WorkKeys.
- Audio players or recorders, tablets, laptops, electronic/digital notebooks
- Bluetooth devices such as wireless earbuds/headphones
- Separate timers of any kind
- Cameras or other photographic equipment

Students should NOT bring devices into the testing room. Students should not attempt to hide or conceal devices. If students forget to leave devices at home or in a locker, then the device(s) MUST be turned off <u>and</u> taken to a locker or left with the testing administrator.

If an electronic device is noticed by a teacher, makes a noise or is used at any time during testing, including during breaks, the student will be dismissed and referred to the office, the scores could be canceled and the device may be confiscated and its contents inspected. Disciplinary action may take place.

Staff members may not be on their computers or cell phones during testing. While devices should be turned off and not used during testing, staff members may have cell phones in the testing room in case of emergency. Wearable technology is strongly discouraged; but if worn, it must be set to airplane mode to limit access to other applications and the internet.

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Flushing Community Schools is not responsible for loss or damage to personal electronic devices.

This policy is to be communicated to staff, students and parents prior to the administration of standardized testing. It will be posted on the district website and published in a district communications for public viewing.

Any questions about this policy should be directed to the building principal.

* Standardized state testing includes: M-STEP, PSAT/SAT, ACT WorkKeys, MI-Access, WIDA