

Notice to Students In Grades 6-12
Pal-Mac Supports a Distraction-Free School

This is a SUMMARY of the policy. For details, please read Policy 5301 in its entirety.

What's the Policy?

To help you stay focused and respectful, electronic devices are not allowed at all during the school day. This rule is in effect from the first bell to the final bell, including during lunch, passing time, bathroom breaks, field trips, work-based learning, and any time on school property during the day.

What You Need to Do:

- ***Put It Away:*** Don't use your devices at all during the school day.
- ***Store It:*** You can leave your devices at home, or turn them off and keep them in your locker. If you need help, ask a teacher or someone in the Main Office to store them for you.
- ***No Exceptions*:*** You can't use your devices for music, checking the time, texting parents/caregivers, or anything else. If a parent/caregiver needs to contact you in an emergency, they should call the Main Office (315) 597-3400.

Why This Rule Matters:

- To help students stay focused on learning.
- To protect everyone's privacy and create a respectful school.
- To encourage talking with friends, working in groups, and being active in class.

*In very limited situations, health orders may be approved by the School District's Medical Director.

If You Break the Rule:

Each time the rule is broken, the consequence gets more serious. All incidents are reported to the Principal's Office.

Violation	What Will Happen
1st Time	Device is taken and kept in the Main Office until the end of the day. Your parent/caregiver will be told.
2nd Time	Device is taken. A parent/caregiver has to come pick it up from the Main Office.
3rd Time	Device is taken. A parent/caregiver must pick it up from the Main Office. You will also have 1 day of in-school suspension with support services.
4th Time or More	At this point, you are not following the Code of Conduct and it is considered insubordination(refusing to follow directions). The device will be taken and an appropriate consequence from the Code of Conduct will be assigned.

Other Important Information:

At Pal-Mac, we believe everyone can learn from mistakes. If you break the electronic device rule, there is a consequence—but there is also a chance to make things right. We use restorative practices to help you think about your choices, fix any problems, and return to the school community ready to do better.

If you refuse to give your device to a staff member when asked, you will get in-school suspension right away. This is considered insubordination. If this keeps happening, you may be sent to a Superintendent's Hearing and could be suspended from school long-term.

We want Pal-Mac to be a place where students learn, grow, and succeed. This electronic device policy helps protect that goal. Thank you for helping us create a focused learning environment.

Implementation Date: July 8, 2025