No. 237

A. W. BEATTIE CAREER CENTER

SECTION:	PUPILS
TITLE:	ELECTRONIC DEVICES
ADOPTED:	September 27, 2007
REVISED & APPROVED:	September 25, 2014
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	237. ELECTRONIC DEVICES
1. Purpose	The Joint Operating Committee (JOC) recognizes that mobile phones and electronic devices are now an integral part of the daily lives and culture of many of the Career Center's students. Nonetheless, the JOC believes that students should have an educational environment free from unnecessary disruptions and distractions. The JOC has determined that the presence of mobile phones and electronic devices has the potential to distract students from their educational mission and to otherwise disrupt the educational environment.
2. Authority 24 P.S. § 5-510	Therefore, the JOC adopts this policy to help maintain an educational environment that is safe and secure and free from distractions for its students, while aiming to permit pupils to reasonably and responsibly utilize electronic devices.
3. Definition	**Electronic Devices** shall include, but are not limited to, mobile telephones, smartphones, smartwatches, wearable technology, smart glasses, augmented reality (AR) or virtual reality (VR) devices, artificial intelligence-enabled devices, earbuds or headphones capable of wireless communication, tablets, laptops, e-readers, gaming devices, personal assistants, cameras, audio or video recording devices, laser pointers, and any other personal devices capable of recording, storing, transmitting, receiving, processing, displaying, or accessing digital information or communication.
4. Guidelines	<u>Recording/Livestreaming Prohibited</u> The JOC prohibits all students from any use of electronic devices in locker rooms, bathrooms, and other changing areas.
18 Pa.C.S. §5703	Students shall not use electronic devices to photograph, record, livestream, broadcast, or otherwise capture or distribute audio, video, images, or other information concerning students, Career Center employees, classrooms, instructional

activities, or any Career Center-sponsored activity or event that is not open to the general public, without the prior authorization of the building administrator, supervising employee, or as otherwise authorized for instructional purposes.

This prohibition applies whether the class, activity, or event takes place in person or remotely, including during virtual instruction, remote learning days, or video-based class sessions. This provision applies regardless of whether the students is physically present in the Career Center.

Wearable Devices

Students may be required by Career Center employees to remove, silence, secure or temporarily surrender wearable electronic devices whenever reasonably necessary to protect academic integrity, student privacy, safety, or the orderly operation of Career Center activities.

The JOC prohibits the **use of** any electronic device by any students during instructional times during the school day, from classroom arrival until dismissal, except that students may use electronic devices during instructional times for instructional purposes if, and only if, they have the prior permission of the teacher and/or building administrator to do so.

Students in the Career Center are permitted to use electronic devices during non-instructional times including before school hours, after school hours, and between classes, so long as such use does not :

1. Disrupt school activities or instruction
2. Violate any other JOC or Career Center policy
3. Violate state or federal law
4. Violate any of the prohibitions set for elsewhere in this policy

Additional Provisions:

If an electronic device utilizes the Career Center's connection, the Career Center's Acceptable Use Policy applies.

Advisors of extra-curricular activities shall have discretion to regulate and limit the use of electronic devices by students while participating in extra-curricular activities and school sponsored trips.

Nothing in this policy shall affect the ability of the building administrator or his/her designee to grant approval for the use of an electronic device by a student because of a student's urgent health or safety needs, or in the event of an emergency.

Nothing in this policy shall affect the provision or use of an electronic device as stated in an Individualized Education Program or Section 504 Service Agreement.

Academic Integrity

Electronic devices may not be used to obtain, access, generate, receive, transmit, or communicate answers or assistance with any assessment, examination, quiz, or other academic activity where such assistance has not been authorized by the instructor.

Loss or Damage to Electronic Devices

Students are solely responsible for the safe storage of any personal electronic devices that they choose to bring to school. The Career Center shall not be liable or responsible for the loss or damage to any electronic devices that the student brings to school, extracurricular activities, to school sponsored events or trips, or from the confiscation of any electronic devices as the result of a policy violation.

Student Responsible to Data Charges:

No student shall be required to provide a personal electronic device as a condition of receiving educational instruction. If any students chooses to utilize such a device pursuant to this policy, the student and parents/guardian assume full responsibility for any phone or data charges that may result from such use.

Limitation on Technical Support

Career Center information technology staff may not provide technical assistance to students for their personal devices. However, this policy shall not prohibit Career Center information technology staff from providing general instructions for the configuration of such devices to access or connect to Career Center's-owned technology resources.

Penalties for Violations

The JOC authorizes building administrators and teachers to confiscate a student's electronic devices when used in violation of this policy. All confiscated electronic devices shall be delivered promptly to the building administrator's office. Confiscated devices shall be returned to the student at the end of the school day for a first offense, and only to a parent or guardian for a second or subsequent offense.

Building administrators may impose additional disciplinary sanctions against students for violations of this policy, including suspensions from school or recommendations for expulsion from school as warranted by the specific facts and circumstances in a particular case.

Development of Administrative Guidelines

The Executive Director or his/her designee may develop administrative guidelines to implement this policy. The Executive Director shall ensure that students are made aware of this policy and any administrative guidelines by means of the means of the career center's student handbook, the career center website, or other reasonable means of written or electronic communication.