

## **SUBJECT: STUDENT AND EMPLOYEE USE OF MOBILE DEVICES POLICY**

The Board seeks to maintain a safe and secure environment for students and employees. Advances in technology have made it possible to expand the learning environment beyond traditional classroom boundaries. Using personal electronic devices during instructional time can enable students and staff to explore new concepts, personalize their learning experience, and expand their global learning opportunities. Additionally, the use of mobile devices is ubiquitous in today's society and standards for student and staff use during non-instructional time should adapt to this change. This policy defines the use of mobile devices during instructional and non-instructional times and reinforces the standard that all use, regardless of its purpose, must follow the guidelines outlined in the Acceptable Use Policy, the District's *Code of Conduct*, and the Dignity for All Students Act.

Mobile devices include all existing and emerging technology devices that can take photographs; record or play audio or video; input text; upload and download media; connect to or receive information from the internet; and transmit or receive messages, telephone calls, or images. Examples of mobile devices include, but are not limited to, iPods and MP3 players; iPad, Nook, Kindle, and other tablet PCs; laptop and netbook computers; personal digital assistants (PDAs), cell phones and smart phones such as BlackBerry, iPhone, or Droid, as well as any device with similar capabilities.

Mobile device use must be legal and ethical. Mobile device use should not disrupt class work or school activities or invade the rights of others.

### **Instructional Purposes**

Mobile devices used by students and staff is permitted during the school day for instructional purposes and/or in approved locations only. Teachers will indicate when and if classroom use is acceptable. Students are expected to act responsibly and thoughtfully when using technology resources. Students bear the burden of responsibility to inquire with school administrators and/or teachers when they are unsure of the permissibility of a particular use of technology prior to engaging in such use.

Instructional purposes include, but are not limited to, approved classroom activities, research, college admissions activities, career development, communication with experts, homework, and other activities as deemed appropriate by school staff.

(Continued)

**SUBJECT: STUDENT AND EMPLOYEE USE OF MOBILE DEVICES POLICY (Cont'd.)****Non-Instructional Uses**

Appropriate use of mobile devices during non-instructional time is also allowed if students and staff follow the District's guidelines. Non-instructional use includes texting, calling and otherwise communicating with others during free periods and in common areas of the school building such as the hallways, cafeteria, study halls, buses, and student lounges. Other non-instructional uses may include such things as Internet searches, reading, listening to music, and watching videos. This use during non-instructional time must be conducted in a safe and unobtrusive manner.

**Liability**

The District will not be liable for the loss, damage, misuse, or theft of any mobile devices brought to school. However, the District reserves the right to monitor, inspect, and/or confiscate mobile devices when administration has reasonable suspicion to believe that a violation of school policy or criminal law has occurred. The District will take on liability of the mobile device in this circumstance when it is in the possession of a school administrator or teacher.

The Board expressly prohibits illegal or unethical use of mobile devices in locker rooms, restrooms, Health Offices, and any other areas where a person would reasonably expect some degree of personal privacy.

**Prohibition During State Assessments**

All students and employees are prohibited from bringing electronic devices into a classroom or other location where a New York State assessment is being administered. Test proctors, test monitors, and school officials have the right to collect prohibited electronic devices prior to the start of the test and hold them while the test is being administered, including break periods. Admission to any assessment will be denied to any student who refuses to relinquish a prohibited device.

Students with disabilities may use certain devices if the device is specified in that student's IEP or 504 plan or a student has provided medical documentation that they require the device during testing.

(Continued)

# POLICY

2017

7316  
3 of 3

Students

**SUBJECT: STUDENT AND EMPLOYEE USE OF MOBILE DEVICES POLICY (Cont'd.)**

## **Permission**

Students and staff will not be permitted to use mobile devices in school or at school functions until they have reviewed the Acceptable Use Policy, the applicable sections of the *Code of Conduct* and associated technology guidelines. Students must also sign the Student Use of Mobile Devices Permission Form with their parents. The District reserves the right to restrict student use of mobile devices on school property or at school sponsored events, at the discretion of the administration.

NOTE: Refer also to Policies #7314 -- Acceptable Computer Use Policy by Students and Staff  
#7550 -- Dignity for All Students  
#8271 -- Internet Safety/Internet Content Filtering Policy

Adopted: December 1, 2016