



5210

Student Personal Electronic Devices

Policy 5210

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I. PURPOSE

The primary purpose of the district is to educate students. Education is to prepare them for post-secondary pursuits such as college or careers, and life as an adult. Increasingly success both in college and in careers depends on appropriate use of available technology. Increasingly students have access to existing and emerging technologies through personal electronic devices. Appropriate guided use of these devices may enhance the educational experience. Age-appropriate private use of these devices that does not interfere with the educational process should be permissible. The purpose of this policy is to establish the parameters for the possession and use of personal electronic devices that are capable of transmitting or receiving data or images. The District continues to have high expectations for student behavior in the use of such devices permitted under this policy. Personal electronic devices can be a powerful educational tool, but possession and use of personally owned devices at school is a privilege, not a right.

II. GENERAL STATEMENT OF POLICY

- A. High School students may possess personal electronic devices at school, or at non-public school events off campus. Unless the device is being appropriately used under ¶ II B below, the student shall secure the personal electronic device either out of sight or holstered and turned off.
- B. High School student use of personal electronic devices is limited to:
 - 1. Before and after the regularly scheduled school day;
 - 2. During the student's scheduled lunch period;
 - 3. During passing time between classes;
 - 4. During class time when the classroom teacher permits the use for educational purposes only; and
 - 5. During the school day by permission from the school principal or principal's designee for personal purposes.
- C. Students in grades 6-8 may possess personal electronic devices at school or at non-public school events off campus. Unless the device is being appropriately used under ¶ II D. below, the student shall secure the personal electronic device out of sight, or holstered and turned off.
- D. Students in grades 6 - 8 may use personal electronic devices under the following conditions:
 - 1. Before and after the regularly scheduled school day;
 - 2. During class time when the classroom teacher specifically permits the use for educational purposes only; and



3. During the school day by permission from the school principal or principal's designee for personal purposes.
- E. Students in grades K- 5 may possess a personal electronic device only upon request of the student's parent or guardian and with the permission of the principal. The device must be kept out of sight and turned off except when being used appropriately under ¶ II.F. below.
 - F. Students in grades K-5 who have obtained permission to possess a personal electronic device at school or at non-public school events may use it under the following conditions:
 1. Before and after the regularly scheduled school day;
 2. During the school day with the express permission of a classroom teacher for educational purposes only; or
 3. During the school day with the permission of the principal or principal's designee for personal purposes.
 - G. Students bring personal electronic devices to school at their own risk. The District assumes no liability for loss, theft, damage, nor liability for any unauthorized use of an electronic device. If a device is confiscated under this policy no responsibility for the safety or security of the device is guaranteed.
 - H. Students may not during school or at non-public school sponsored events employ the photographic, videographic, audio recording or reproduction capacity of any electronic device for the purposes of photographing, video capture, recording or reproduction of the same of any student or staff person without the express consent of the staff person, or under the supervision of a teacher or administrator. This section applies at all times while on school premises including school buses or at non-public school sponsored events, regardless of the location.
 - I. Under no circumstances may personal electronic devices be used in locker rooms, restrooms or rooms designated for changing clothing.

III. STANDARDS FOR RESPONSIBLE USE

- A. Students who are permitted to use personal electronic devices during instructional time shall exhibit respect for the educational environment by:
 1. Following classroom teacher instructions for use;
 2. Using devices only as they do not distract from the educational process or disturb other students;
 3. Respecting copyright rights of others;
 4. Refraining from using devices to cheat or assisting others to cheat.
- B. Use of personal electronic devices on school buses shall not interfere with the safe operation of the bus, or the safety of students or driver.



- C. At public events, students may use personal electronic devices to photograph, videograph, or record the audience. Events that do not involve copyrighted materials may be recorded.
- D. Students will respect the privacy of others and will not post or upload pictures or recordings taken during school or at non-public school events of others to the internet nor e-mail pictures or recordings to others without the express advance permission of the persons in the photograph or recording.
- E. Use of personal electronic devices is also subject to other District policies regarding copyright, bullying, cheating, harassment, plagiarism, acceptable use of the internet and District e-mail. If a violation occurs which involves more than one District policy, consequences for each policy may apply.

IV. CONSEQUENCES FOR VIOLATIONS

A. *Failure to keep a device off or appropriately secured.*

1. At the first infraction, the staff person shall require the student to secure the device and turn it off. The staff member may require the student not to respond to a call. The student will be reminded as to the consequences for failure to keep the device off and appropriately secured.
2. At a second infraction, the staff person shall confiscate the device and turn it in to the school office, where the student may retrieve it after the close of classes for the day.
3. At a third infraction, the staff person shall confiscate the device, notify the parent or guardian, and turn it into the school office where the parent or guardian may retrieve the device. The principal or principal's designee may elect to return a device to a student. The parent will be notified of the consequence of an additional infraction.
4. At a fourth infraction, the student will forfeit the privilege to possess or use a personal electronic device at school.

B. *Inappropriate use of a device.*

1. At the first infraction, the staff person shall confiscate the device, turn it into the office, inform the parent or guardian of the infraction, and reeducate the student on appropriate use. The student may be subject to other disciplinary actions based on the circumstances of the infraction.
2. At the second infraction, the student will forfeit the right to possess or use a personal educational device at school without the express permission of the principal or site administrator. The student may be subject to other disciplinary actions based on the circumstances of the infraction.
3. If any infraction is a violation of law, school authorities will notify the appropriate law enforcement agency.



V. RESPONSIBILITY

- A. The Superintendent is authorized to promulgate regulations to implement this policy.
- B. This policy shall be reviewed on an annual basis to assure that use of personal electronic devices remains consistent with providing an appropriate educational environment for all students.
- C. Classroom teachers are responsible for guiding appropriate use of student personal electronic devices in their classrooms and while students are under their supervision. Teachers shall not require the use of personal electronic devices for purposes of learning or completion of class requirements. Teachers are responsible for reporting inappropriate use.
- D. Students are responsible for the safety and security of any personal electronic device brought to school. Students are responsible for the appropriate use of any device brought to school. Students are responsible for reporting inappropriate use to their teachers, administrators or other school staff.
- E. Parents are responsible to work with school principals to identify those situations where exceptions to use or possession policy is necessary to secure the health or safety of their children, and to participate in creating a plan for appropriate use under their family circumstances within the educational environment. Parents are responsible to reinforce the appropriate use of personal electronic devices by their children.
- F. The Principal is responsible for communicating this policy to all school staff, and to all students.

Cross References:

- MPS Policy 5200 (Behavior Standards and Code of Conduct)
- MPS Policy 5201 (Bullying and Hazing Prohibition)
- MPS Policy 4002 (Harassment and Violence Prohibition)
- MPS Policy 5635 (Reporting Maltreatment of Minors and Vulnerable Adults)
- MPS Policy 5680 (Search of Students/ Lockers/ Desks/ Motor Vehicles)
- MPS Policy 6420 (Copyright)
- MPS Policy 6680 (Safety, Security and Emergency Preparedness)