I. Purpose:
Today’s generation of students learn much differently than previous generations. They have never known a world without mobile devices connected to the Internet. Instruction must change to engage students who prefer multitasking to traditional teaching and learning. The only place this generation of students is not always connected to each other and instant information is when they are at school. Today’s students know that facts and information are literally at their fingertips for immediate consumption. It is more important to the student that we know how to find appropriate and accurate information and how to integrate it into our lives.

We must create learning environments in which technology is naturally blended into the teaching and learning process. For students to live successfully in this world, they must be able to use technological tools to communicate, explore and learn. Today's schools are responsible for educating our students to use these tools proficiently, effectively and ethically. The primary purpose of this district is to educate students. Education is to prepare them for post-secondary pursuits such as college and careers, as well as life as an adult. Increasingly success both in college and in careers depends on appropriate use of available technology. In addition, 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 Policy
A. High school students may possess personal electronic devices at school, or at school events off campus. The student shall secure the personal electronic device either out of sight or holstered and turned off, unless the device is being appropriately used under II.B. below.

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 class time when the classroom teacher permits the use for educational purposes only; and
4. 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 school events off campus. The student shall secure the personal electronic device out of sight, or holstered and turned off, unless the device is being appropriately used under paragraph IID below.

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
E. Students in grades K-5 may possess a personal electronic device only upon written request of the student’s parent or guardian and with the written permission of the principal or administrator. The device must be kept out of sight and turned off except when being used appropriately under paragraph IIF below.

F. Students in grades K-5 who have obtained permission to possess a personal electronic device at school or at 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 may bring personal electronic devices to school at their own risk and are responsible for the safety and security of any personal electronic device brought to school. 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 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 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, regardless of location.

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; and
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 where allowed, 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 of others to the internet nor email 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 applicable law and other district policies regarding copyright, bullying, cheating, harassment, plagiarism, acceptable use of the internet and district email. 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. The staff member may require the student not to respond to a call.

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 staff member may require the student not to respond to a call. At a third 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 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. 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.

B. Classroom teachers are responsible for guiding appropriate use of student personal electronic devices 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.

C. 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.

D. Parents are responsible for working with school principals to identify those situations where exceptions to this 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.

E. The Principal is responsible for communicating this policy to all school staff, and to all students.

Polk School District

(adapted from Minneapolis Special School District No. 1)

Polk County Schools

Date Adopted: 6/13/2006
Last Revised: 7/9/2013