

1 **Browning Public Schools**

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3 **Policy # 5630**

4 **Policy Name:** Employee Use of Cellular Phones and Other Electronic Devices

5 **Regulation:**

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7 The Board recognizes that the use of cellular telephones and other electronic communication devices may  
8 be appropriate to help ensure the safety and security of District property, students, staff, and others while  
9 on District property or engaged in District-sponsored activities. To this end, the Board authorizes the  
10 purchase and employee use of such devices, as deemed appropriate by the Superintendent.

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12 District-owned cellular telephones and other devices will be used for authorized District business  
13 purposes. Personal use of such equipment may be prohibited except in emergency situations.

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15 Use of cellular telephones and other electronic communication devices in violation of Board policies,  
16 administrative regulations, and/or state/federal laws will result in discipline up to and including dismissal.  
17 District employees are prohibited from using cell phones or other electronic communication devices while  
18 driving or otherwise operating District-owned motor vehicles, or while driving or otherwise operating  
19 personally-owned vehicles when transporting students on school-sponsored activities.

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21 **Emergency Use**

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23 Staff is encouraged to use any available cellular telephone in the event of an emergency that threatens the  
24 safety of students, staff or other individuals.

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26 **Use of Personal Cell Phones and Communication Devices**

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28 Employees are strongly discouraged from using their personal cell phone during the school days. When  
29 necessary, employees may use their personal cell phones and similar communication devices only during  
30 non-instructional time. In no event shall an employee’s use of a cell phone interfere with the employee’s  
31 job obligations and responsibilities. If such use is determined to have interfered with an employee’s  
32 obligations and responsibilities, the employee may be disciplined in accordance with the terms of the  
33 collective bargaining agreement and Board policies.

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35 **Cross Reference:** 5015 Bullying/Harassment/Intimidation  
36 5150 Professional Conduct  
37 5460 *Electronic Resources and Social Networking*  
38 3612 Acceptable Use of Electronic Networks  
39 3612F Internet Access Conduct Agreement  
40 3612R Acceptable Use of Electronic Networks Regulations  
41 State of Montana Discipline Handling Guide  
42 Professional Educators of Montana Code of Ethics  
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- 44 **Legal Reference:** Children’s Internet Protection Act, P.L. 106-554  
45 20 U.S.C. § 6801, et seq.  
46 47 U.S.C. § 254(h) and (l)  
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48 **Policy History:**

49 Adopted on: 1/11/11

50 Revised on: