

Adopted: _____

Orig. 2024

Revised: _____

524.5 CELL PHONE AND PERSONAL ELECTRONIC DEVICE POLICY

The Cannon Valley Special Education Cooperative is committed to minimizing distractions and promoting positive social interactions to create an optimal learning environment. In alignment with the "Away for the Day" philosophy, this policy outlines the acceptable use and management of cell phones and personal electronic devices (PEDs) during school hours. This policy applies to all students, staff, visitors, and volunteers within The Cannon Valley Special Education premises during school hours. The aim is to ensure that the use of such devices does not interfere with the educational process, school operations, and personal privacy.

I. GENERAL STATEMENT OF POLICY

A. General Guidelines

1. Cell phones and PEDs must be turned off and stored out of sight during school hours. This includes, but is not limited to, classrooms, hallways, and restrooms unless explicitly permitted by school personnel.
2. Devices may be used before and after school and during lunch at STEP (Secondary Transition Education Program).

B. ALEX and SUN

1. Cell phones and PEDs are not to be used and must remain powered off and completely out of view from 8:30 a.m. to 3:15 p.m.
2. If a backpack is not utilized, the phone should be placed in the cell phone holder in each classroom or a designated locker.

C. STEP

1. STEP recognizes that cell phones are integral to adult life. This policy aims to balance the benefits of technology for young adults preparing for life after school with the need for a focused educational environment.
2. Student cell phones will be out of sight and silent during instructional time, including workshops and school meetings. Teachers may allow cell phone use for educationally relevant purposes.
3. STEP students may use their cell phones before school, during lunch breaks, and after school.
4. STEP is committed to providing a supportive environment for all students. Special accommodations will be made on a case-by-case basis for student Individual Education Program (IEP) related cell phone accommodations,

assistive technology purposes, and medical monitoring, such as managing a chronic condition. The STEP Coordinator will approve these accommodations.

D. Consequences of Policy Violations

1. Unauthorized use or residual handing in of a personal cell phone or use of PEDs in violation of the Cooperative policies may be subject to disciplinary action under the Cooperative's discipline policy. Consequences can include but are not limited to, teacher conferences, administrative conferences, and confiscation of the device for the remainder of the school day.
2. Repeated offenses may result in the suspension of cell phone privileges.

E. Emergency Use

1. Students are encouraged to use the school's main office phone for emergencies. Parents should contact the school office to relay urgent messages to students.
2. In the case of a school-wide emergency, students will be allowed to use their devices under the direction of school personnel.

F. Staff and Visitor Policy

1. Staff will model appropriate use of cell phones and PEDs, ensuring they do not use devices during student contact time for personal reasons.
2. Visitors are required to silence their devices upon entering school premises and refrain from using them in a manner that disrupts the educational environment or violates Cooperative policies.

G. Privacy and Security

1. Cell phone and PED use to capture images, audio, or video without permission is strictly prohibited. This includes, but is not limited to, recording in classrooms, hallways, restrooms, and other school areas.
2. Violations of privacy will be treated as serious offenses and may result in severe disciplinary action.

II. POLICY IMPLEMENTATION AND REVIEW

- A. This policy will be communicated to students, parents, staff, and visitors at the beginning of each school year and included in the student handbook.
- B. The administration will review the policy annually and adjust as needed to address emerging technologies and evolving educational needs.
- C. Training sessions will be conducted for staff to ensure consistent enforcement and understanding of the policy.

III. CONCLUSION

The Cannon Valley Special Education Cooperative is dedicated to fostering an environment that prioritizes learning, personal growth, and respectful interactions. By adhering to the "Away for the Day" policy, we aim to reduce distractions, encourage face-to-face interactions, and ensure a focused and respectful educational setting for all. This policy underscores our commitment to preparing students for success in an increasingly digital world while maintaining the integrity of the educational experience. We believe that by working together we can create a supportive and effective learning environment that benefits everyone in the school community.

Legal References: Minn. Stat. §121A.73

Cross References: MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 524 (Internet Acceptable Use and Safety Policy)
MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites)