

Personal Electronic Devices and Social Media - Staff **

Staff possession or use of personal electronic devices on district property, in district facilities during the work day and while the staff is on duty in attendance at district-sponsored activities may be permitted subject to the limitations set forth in this policy and consistent with any additional school rules as may be established by the superintendent. At no time, whether on duty or off duty, will a personal electronic device be used in a manner that interferes with staff duty and responsibility for the supervision of students.

A “personal electronic device” is a device not issued by the district, is capable of electronically communicating, sending, receiving, storing, recording, reproducing, and/or displaying information and data.

Personal electronic devices shall be silenced during instructional or class time, while on duty or at any other time where such use of the device would cause a disruption of school activities or interfere with work assignment. Devices which have the capability to take photographs or record video or audio shall not be used for such purposes while on district property or while a staff member is on duty in district-sponsored activities, unless as expressly authorized by the principal or designee for a use directly related to and consistent with the employee’s assigned duties. Computers, tablets, iPads or similar devices brought to school will be restricted to academic activities during on duty time.

The district will not be liable for loss or damage to personal electronic devices brought to district property and district-sponsored activities.

Staff members, while on duty and off duty, will utilize social media websites, public websites and blogs, judiciously by not posting confidential information about students, staff or district business.¹ Staff may not post images of district facilities, staff, students, volunteers or parents without written authorization from persons with authority to grant such a release. Staff members, while on duty and off duty, will treat fellow employees, students and the public with respect while posting on social media websites, etc., in order to prevent substantial disruption in school. Communication with students using personal electronic devices will be appropriate and professional. Communication with students using personal electronic devices regarding nonschool-related matters is prohibited during work hours and strongly discouraged at all other times. If communicating with students electronically regarding school-related matters, staff should use district e-mail using mailing lists to a group of students rather than individual students. Texting students during work hours is prohibited. Texting students while off duty is strongly discouraged.

Exceptions to the prohibitions set forth in this policy may be made for health, safety or emergency reasons with superintendent or designee approval.

Staff are subject to disciplinary action up to and including dismissal for using a personal electronic device in any manner that is illegal or violates the terms of this policy. Staff actions on social media websites, public websites, and blogs, while on or off duty, which disrupt the school environment, are subject to disciplinary action up to and including dismissal. A “disruption”² for purposes of this policy includes, but is not limited to, one or more parent threatens to remove their children from a particular class or particular

¹Nothing in this policy is intended in any form to limit the right of employees to engage in protected labor activities via the use of social media.

²Ibid. p. 1

school, actual withdrawal of a student or students from a particular class or particular school and/or a threatened or actual negative impact on the learning environment. The taking, disseminating, transferring or sharing of obscene, pornographic or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, emailing, etc.) may constitute a crime under state and/or federal law. Any person taking, disseminating, transferring or sharing obscene, pornographic or otherwise illegal images or photographs, will be reported to law enforcement and/or other appropriate state or federal agencies.

Licensed staff are subject at all times to the Standards of Competent and Ethical Performance for Teachers. (See Board policy GCAA)

The superintendent shall ensure that this policy is available to all employees.

END OF POLICY

Legal Reference(s):

ORS 167.057
ORS 163.432
ORS 163.433
ORS 163.684
ORS 163.686
ORS 163.687

ORS 163.688
ORS 163.689
ORS 163.693

ORS 163.700
ORS 326.011

ORS 326.051
ORS 332.072
ORS 332.107
ORS 336.840

U.S. CONST. amend. XVIII, § 1466A

U.S. CONST. amend. XVIII, § 1470

U.S. CONST. amend. XX, § 7906

U.S. CONST. amend. XX, § 6777

Copyrights, Title 17, as amended, United States Code; 19 CFR Part 133 (2001).

Melzer v. Bd. Of Educ., City of New York, 336 F.3d 185 (2d Cir. 2003).

Ross v. Springfield Sch. Dist., No. FDA 80-1, aff'd, 56 Or. App. 197, rev'd and remanded, 294 Or. 357 (1982), order on remand (1983), aff'd, 71 Or. App. 111 (1984), rev'd and remanded, 300 Or. 507 (1986), order on second remand (1987), revised order on second remand (1988).

Oregon School Boards Association Selected Sample Policy

Code: GCAB
Adopted:

Personal Communication ~~Electronic~~ Devices and Social Media - Staff **

Staff possession or use of personal ~~communication~~ ~~electronic~~ devices on district property, in district facilities during the work day and while the staff is on duty in attendance at district-sponsored activities may be permitted subject to the limitations set forth in this policy and consistent with any additional school rules as may be established by the superintendent. At no time, whether on duty or off duty, will a personal ~~communication~~ ~~electronic~~ device be used in a manner that interferes with staff duty and responsibility for the supervision of students.

[A “personal ~~communication~~ ~~electronic~~ device” is a device, not issued by the district, ~~which emits an audible signal, vibrates, displays a message or otherwise summons or delivers a communication to the possessor of the device is capable of electronically communicating, sending, receiving, storing, recording, reproducing, and/or displaying information and data. These devices include, but are not limited to, walkie talkies, long or short range portable radios, portable scanning devices, cellular telephones, pagers, personal digital assistants (PDAs), laptop computers and similar devices with wireless capability. This also includes other digital audio and video devices such as, but not limited to, iPods, radios and TV.~~

Personal ~~cellular telephones/pagers and other digital audio and video devices~~ ~~electronic devices~~ shall be silenced during instructional [or class] time, while on duty or at any other time where such use of the device would cause a disruption of school activities or interfere with work assignment. ~~Cellular telephones~~ ~~Devices~~ which have the capability to take photographs or ~~record video or audio~~ shall not be used for such purposes while on district property or while a staff member is on duty in district-sponsored activities, unless as expressly authorized by the principal or designee ~~for a use directly related to and consistent with the employee’s assigned duties. Laptop eComputers, and PDAs tablets, iPads or similar devices brought to school will be restricted to classroom or instructional related academic activities only during on duty time.~~

The district will not be liable for loss or damage to personal ~~communication~~ ~~electronic~~ devices brought to district property and district-sponsored activities.

Staff members, while on duty and off duty, will utilize social network ~~media websites (e.g., Facebook, MySpace and Twitter), public websites and blogs, judiciously by not posting confidential information about students, staff or district business.¹ Staff may not post images of district facilities, staff, students, volunteers or parents without written authorization from persons with authority to grant such a release.~~ Staff members, while on duty and off duty, will treat fellow employees, students and the public with respect while posting ~~on social media websites, etc., in order to prevent substantial disruption in school. Communication with students using personal communication electronic devices will be appropriate and professional. Communication with students using personal communication electronic devices regarding nonschool-related matters is prohibited during work hours and strongly discouraged at all other times. If communicating with students electronically regarding school-related matters, staff should use district e-mail using mailing lists to a group of students rather than individual students. Texting students during work hours is [discouraged] [prohibited]. Texting students while off duty is strongly discouraged.~~

¹Nothing in this policy is intended in any form to limit the right of employees to engage in protected labor activities via the use of social media.

Exceptions to the prohibitions set forth in this policy may be made for health, safety or emergency reasons with superintendent or designee approval.

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HR6/12/14|PH

Pendleton School District 16R

Code: GCAB
Adopted: 3/08/10
Readopted: 5/10/10; 4/09/12

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<u>ORS 167.054</u>	<u>ORS 163.687</u>	<u>ORS 163.700</u>
<u>ORS 167.057</u>	<u>ORS 163.688</u>	<u>ORS 326.011</u>
<u>ORS 163.432</u>	<u>ORS 163.689</u>	<u>ORS 326.051</u>
<u>ORS 163.433</u>	<u>ORS 163.693</u>	<u>ORS 332.072</u>
<u>ORS 163.684</u>		<u>ORS 332.107</u>
<u>ORS 163.686</u>		

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Cross Reference(s):

JHFF - Reporting Requirements Regarding Sexual Conduct with Students