



## **524.1 CELL PHONES AND ELECTRONIC DEVICES**

### **I. PURPOSE**

The purpose of this policy is to set clear and consistent expectations regarding the use of cell phones and electronic devices. The school board aims to provide a safe and distraction-free learning environment where students can focus on their academic pursuits and thrive intellectually. This policy supports the district's commitment to fostering a productive and engaging educational atmosphere, ensuring that all students have the opportunity to succeed academically. This policy does not include the use of district issued devices or wired headphones used for instructional purposes on school-issued devices.

### **II. GENERAL STATEMENT OF POLICY**

- A. Students are encouraged **not to bring cell phones** or electronic devices including smartwatches, headphones, earbuds/airpods to school;
  - 1. If students choose to bring a cell phone or electronic devices to school, the following expectations apply:
    - a) Students are individually accountable for the safekeeping and protection of any electronic device including cell phones brought onto school property. The school district is not responsible for lost or stolen cell phones or any other electronic devices, its programs or its contents; and
    - b) Students will face disciplinary actions for violations of this policy.
- B. Students without cell phone access, who need to be in contact with their family during the school day must ask permission to use one of the school phones. Parents are welcome and encouraged to contact the school's office if there is a message that needs to be relayed to their child. Please note that students will not be called out of class to receive phone messages except in the event of an emergency; and
- C. To encourage a collaborative approach to student safety and well-being, school administrators will ensure that parents are promptly informed of any important updates or incidents involving their child.

### **III. DEFINITIONS**

- A. "Cell phone" means a portable electronic device capable of making and receiving calls, sending and receiving text messages, accessing the internet, and/or running various applications, regardless of whether or not the phone is connected to a network provider or phone service. It encompasses any handheld device that falls under this description.

- B. “Classrooms/instructional spaces” means the physical space where teaching and learning take place, including advisory, study hall, and the media center.
- C. “Confiscate” means the device will be removed from the student’s possession and brought to the office until the end of the school day.
- D. “Electronic device” means earbuds, airpods, smart watches, handheld gaming systems, tablets, laptops, and non-district issued ipads and chromebooks.
- E. “Emergency” means a serious, or unexpected situation requiring immediate action.
- F. “Instructional time” means the duration during which students are engaged in learning activities while in a classroom/instructional space. It represents the entire class period from bell to bell.
- G. “Parent” includes a legal guardian or other person who is legally responsible for the welfare of the child. Rights under this policy transfer from the parents or guardians to a student who is 18 years old.
- H. “School day” means from the first bell to the last bell.

#### **IV. DISTRICT-WIDE DEVICE RESTRICTIONS**

These rules apply across all buildings, regardless of individual school guidelines:

##### **A. Prohibited Conduct**

Students are strictly prohibited from using cell phones or electronic devices for any activities that violate school district policies.

##### **1. Locker Rooms and Bathrooms**

Devices with photo or video capabilities are never permitted to be accessed in locker rooms or bathrooms. If such devices are found in these areas, they will be confiscated and searched according to district policies and applicable laws.

##### **2. Lockdowns and Fire Drills**

Cell phone use during lockdowns and fire drills is strictly prohibited to ensure safety and minimize distractions.

##### **3. Unauthorized Recording**

Video and voice recording or photographing others without their consent in any school setting, including on the bus, is strictly forbidden. Students who engage in unauthorized recording will face disciplinary action.

## V. CELL PHONE GUIDELINES BY BUILDING

### A. Elementary Schools

Cell phones are not allowed during the school day. Smart watches, including all wearable electronic devices capable of sending/receiving messages and phone calls, or accessing the internet are prohibited for use in this capacity during the school day.

### B. Middle School

Cell phone use is not allowed during the school day. Students must keep cell phones in lockers or in the main office. Cell phone use is allowed before and after school. Smart watches, including all wearable electronic devices capable of sending/receiving messages and phone calls, or accessing the internet are prohibited for use in this capacity during the school day. The use of wired headphones on school issued devices is allowed.

### C. High School & Alternative Learning Program Limited Access

Cell phone possession and use is not allowed in classrooms/instructional spaces.

If students choose to bring a cell phone/device to school the expectations are as follows: Cell phones, electronic devices (including smart watches) and earbuds/air pods will be turned off and remain in student backpacks/lockers during instructional time.

1. Students who need to be in contact with their family during the academic day are to ask permission to use one of the school phones;
2. Parents are welcome and encouraged to contact our student office or attendance line if there is a message that needs to be relayed;
3. Cell phone use is allowed between classes and during lunch only;
4. Students assume the risk of damage, theft, or loss when choosing to bring a phone or electronic device to school;
5. Cell phone use of any kind is not permitted in locker rooms or bathrooms;
6. Phone usage during emergency drills or actual events is prohibited;
7. Using a cell phone to voice or video record or take photos of staff members or other students is not allowed without permission;
8. Recording or taking photos of classmates with the intent to bully or harass is not permitted. Students in violation are subject to the district's Bullying and Harassment Policies;
9. Using social media, apps, or any other function of a cell phone/device to spread

rumors, bully, make fun of, exclude, or create a disruption in school or outside of school is not permitted; and

10. Sharing or asking classmates for inappropriate content is not permitted.

## **VI. DISTRICT-WIDE ENFORCEMENT AND CONSEQUENCES**

A. Teachers, staff, and administrators are responsible for enforcing this policy. Cell phone and electronic devices will be confiscated when used in violation of this policy;

B. Consequences for use of cell phones and electronic devices will be progressive in nature and include:

### 1. First Instance

a) Staff member holds the device or turns it into the office and documents internally;

b) Device Retrieval:

(1) K - 8: student retrieves the device at the end of the day;

(2) Grade 9 -12: student retrieves the device at the end of the day; and

(a) school administration notifies the parents/guardian

### 2. Second Instance

a) Staff member turns the device into the office and documents internally;

b) Device Retrieval:

(1) Grades K-8: School Administration notifies the parent/guardian to pick up the device.

(2) Grades 9-12: Student retrieves the device at end of the day

(a) School Administration notifies the parents/guardian.

### 3. Third Instance

a) The device is turned into the school's office for parent/guardian pick up;

b) School Administration notifies the parent/guardian to pick up the device and a plan is created with the school administration and the parent/guardian (device is held by admin during the school day or device is not allowed on school grounds);

c) Plan must be signed by parent/guardian and the student and will be in effect for the remainder of the school year; and

d) Internal documentation will include the signed success plan.

C. School administration may impose additional consequences for violations of this policy.

## VII. EXCEPTIONS

A. Students who use their cell phone to monitor a medical condition (i.e. diabetes, epilepsy) may have their cell phone with them at all times, but must adhere to all other expectations of the cell phone policy;

1. Please contact school administration if there is an essential need for a phone. In the case of medical necessity, a student should have prior approval;

B. Wired headphones may be allowed at designated times for instructional purposes on school-issued devices;

C. Guidelines for cell phone/device use for off-campus school activities (i.e. extracurricular activities, outdoor and service trips, school field trips) will be individualized depending on the specific trip and activities. Teachers, coaches or advisors will provide guidance.

D. Exceptions to this policy may be granted by the building principal.

## VIII. DISSEMINATION, REVIEW, AND MONITORING OF POLICY

A. This policy shall be included in Student Handbook, posted on the district website and distributed upon request;

B. This policy will be reviewed annually until June 2027;

C. Each building will provide a quarterly report to the school board containing the following data:

1. Number of students with one violation;

2. Number of students with two violations; and

3. Number of students with three or more violations and a success plan in place.

4. The superintendent may request additional data.

**Legal References:** *Minn. Stat. § 121A.73 (School Cell Phone Policy) Garcetti v. Ceballos, 547 U.S. 410, 126 S. Ct. 1951, 164 L. Ed. 2d 689 (2006)*  
*Pickering v. Bd. of Ed. of Twp. High Sch. Dist. 205, Will County., Illinois 391 U.S. 563, 88 S. Ct. 1731, 20 L. Ed. 2d 811 (1968)*

**Cross References:** *ISD 200 Policy 524 Internet and Technology Acceptable Use and Safety Policy*

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