



MEMORANDUM

To: Troy 30-C Board of Education

From: Paul Schrik, Director of Human Resources

Date: May 12, 2016

Re: 2016-17 Student Handbook Revisions (Second Reading)

After the May 2nd School Board meeting, Campus administration proposed further considerations for the 2016-17 Student/Parent Handbook. As such, the following table represents final recommendations for the 2016-17 Student/Parent Handbook.

Current Language 2015-16 Student/Parent Handbook	Proposed Language 2016-17 Student/Parent Handbook	Reason for Proposal
Grades 5-8 Standardized Dress Code: Pants, Shorts, & Skirts/Dresses on p. 25 reads: No language exists regarding sweatpants and Troy spirit wear.	Grades 5-8 Standardized Dress Code: Pants, Shorts, & Skirts/Dresses on p. 25 to read: "Sweatpants may only be Troy Spirit Wear."	Update reflects campus administrative recommendation
Use of Cellular Phones or other Electronic Devices on p. 24 to be amended and placed on pp. 33-34 under the title, "Student Use of Electronic Devices"	Student Use of Electronic Devices on pp. 33-34 to read: <u>Student Use of Electronic Devices</u> The use of electronic devices and other technology at school is a privilege, not a right. Students are prohibited from using electronic devices, except as provided herein. An electronic device includes, but is not limited to, the following: cell phone, smart phone, smart watch, audio or video recording device, personal digital assistant (PDA), ipod®, ipad®, laptop computer, tablet computer or other similar electronic device. Pocket pagers and other paging devices are not allowed on school property at any time, except with the express permission of the building principal. Electronic devices must be kept powered-off and out-of-sight during the school day, including arrival and dismissal, unless: (a) permission is granted by an administrator, teacher or school staff member; (b) use of the device is provided in a student's individualized education program (IEP); or (c) it is needed in an emergency that threatens the safety of students, staff or other individuals. When students are boarding a school bus, the use of a cellular phone or electronic device is prohibited. Cell phones and/or other electronic devices are not allowed to be used on a school bus unless the bus driver or monitor authorizes its use. Once a student is seated on the school bus, the student may use the cellular phone or electronic device for reading, music and/or games with head phones or ear buds or the device is muted so no sound is audible. Prior to the student standing to exit the school bus, the cellular phone or electronic device and headphones or ear buds must be stored out-of-site. Electronic devices may never be used in any manner that disrupts the educational environment, violates student conduct rules or violates the rights of others. This includes, but is not limited to, the following: (1) using the device to take photographs in locker rooms or bathrooms; (2) cheating; and (3) creating, sending,	Update reflects requirement made by PRESS

	<p>sharing, viewing, receiving, or possessing an indecent visual depiction or non-consensual dissemination of private sexual images (i.e., sexting).</p> <p>The school and school district are not responsible for the loss, theft or damage to any electronic device brought to school.</p> <p>Students in violation of this procedure are subject to the following consequences:</p> <ol style="list-style-type: none"> 1. First offense – The device will be confiscated by school personnel. A verbal warning will be assigned. The student will receive the device back at the end of the day in the school office. 2. Second offense – The device will be confiscated. A detention will be assigned. The student's parent/guardian will be notified and required to pick up the device in the school office. 3. Third offense – The device will be confiscated. A detention will be assigned. The student's parent/guardian will be notified and required to pick up the device in the school office. Additionally, the student will be prohibited from bringing the device to school for the next 10 school days. If the student is found in possession of the device during this 10-day period, the student will be prohibited from bringing the device to school for the remainder of the school year. The student will also face consequences for insubordination. 4. Fourth and subsequent offense – The device will be confiscated. The student will be assigned a detention and will be prohibited from bringing the device to school for the remainder of the school year. The student's parent/guardian will be notified and required to pick up the device in the school office. The student will also face consequences for insubordination. 	
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