

POLICY TITLE: Student Use of Personal Communication Devices

The Board adopts this policy to place controls on the use of student-owned electronic devices at school. There has been a rising concern that spending too much time on social media or using cell phones may be detrimental to students' physical and mental health. The Board's priority is that all students are engaged in learning without distraction.

By placing limits on the permissible use of such electronic devices, the Board intends to:

1. Adopt policy in alignment with State Department of Education guidance on cell phones;
2. Promote student safety;
3. Support staff in maintaining an environment that encourages learning;
4. Reduce distractions in the learning environment;
5. Improve academic focus;
6. Promote responsible technology use;
7. Prevent cyberbullying;
8. Mitigate the privacy concerns posed by personal electronic devices.

This policy shall apply to any electronic device not issued by the District that is capable of accessing the internet or sending an electronic message to another device, such as smart phones, other cell phones, tablets, laptops, e-readers, and smart watches.

Restrictions on Time and Location of Use

1. On COSSA property upon entrance into the building or at the start of the day;
2. During class time;
3. During passing periods;
4. In bathrooms.

Students are permitted to use cell phones in the following times and place:

1. During lunch;
2. At COSSA school activities, outside of the school hours.

Any use of an electronic device required by a student's 504 Plan or Individualized Education Plan (IEP) shall be permitted regardless of whether it would otherwise violate this policy.

Containment of Devices

When use of personal electronic devices is not permitted, such devices must be stored in:

1. A location in the classroom designated by the teacher;

2. A location in the school designated by the principal;
3. A secure bag or other receptacle provided to the student by the Principal and/or Reboot Coordinator.

The Superintendent may set further procedures and schools may set additional rules to ensure this policy is followed. COSSA may also make use of technology-based approaches, such as monitoring or blocking internet access.

Students are responsible for safeguarding devices they bring to school. COSSA shall not be responsible for loss, theft, damages, or destruction of student owned devices brought onto school property.

Use of the Devices

Student-owned electronic devices shall not be used in a manner that disrupts the educational process, including, but not limited to, posing a threat to academic integrity or violating confidentiality or privacy rights of another individual. Access to the devices is a privilege and not a right. Each student will be required to follow the Computer Use Agreement.

The use of cameras in any type of electronic device is strictly prohibited in restrooms and classrooms unless a certified COSSA employee authorizes the student to do otherwise. Where students are allowed to use electronic devices, they are required to obtain permission before taking a photograph or video of any individual. Students must also obtain permission from any individual appearing in a photograph or video prior to posting on any social networking site or other internet site.

Students found to be using any electronic communications device to in any way send or receive personal messages, data, or information that would contribute to or constitute cheating on any student assessment, project, or assignment shall be subject to discipline.

Students shall comply with any additional rules developed by the school and classroom teacher concerning appropriate use of personal electronic devices.

Disciplinary Action

Students violating the provisions of this policy are subject to disciplinary action, which may include losing the privilege of bringing the device onto school property, ISS, and/or confiscation of the device until it is retrieved by the student's parent/guardian.

First offense: Device will be brought to the Principal's office by the student. The student's name will be recorded and the device may be picked up after school by the student.

Second offense: Device will be brought to the Principal's office by the student. The student's name will be recorded and the parent/guardian is required to pick it up, or authorize its return to the student after school.

Third offense: Device will be brought to the Principal's office by the student. The student may be suspended for a minimum of one day (either in-school suspension or out-of-school

suspension), student will not be allowed to have the device on campus for the remainder of the school year, and the device will be returned to the parent/guardian.

The district will use reasonable care to safeguard confiscated devices by designating a locked storage area, but does not assume liability in the event such confiscated device is lost, stolen, or damaged.

Repeated violations of this policy may result in disciplinary action, up to and including suspension or expulsion. The building principal may refer the matter to law enforcement if the violation involves an illegal activity.

Implementation & Review of Policy

The Board directs the Superintendent or their designee to inform staff, students, and parents/guardians about this policy and how it will be implemented. The Board also directs the Superintendent or their designee to develop practices that reinforce the importance of and ways of addressing:

1. Digital literacy lessons;
2. The effects of cyberbullying;
3. Privacy concerns; and
4. Online disinformation.

The Superintendent shall report to the Board each year about the effectiveness of this policy and shall recommend changes to it as needed.

Cross References: 3340P Corrective Actions and Punishment

Legal References: Executive Order 2024-11 Phone Free Learning Act

Other References: Policy Checklist for LEAs, Idaho Department of Education,
<https://sde.idaho.gov/topics/cell-phone-policy/>

Policy History:

Adopted on: TBD

Revised on:

Reviewed on: