

# **Policy Committee Meeting**

Tuesday, February 7, 2023 9:00 AM  
Remote Session

## **I. Call to Order, Verification of Quorum**

## **II. Approval of Minutes**

II.A. Approval of minutes from the December 6,  
2022 Policy Committee Meeting.

## **III. Discussion of policies, regulations, and bylaws**

III.A. Discussion of 1325 - Advertising and  
Promotion

III.B. Discussion of 5147-1324 - Fundraising  
Activities

III.C. Discussion of 6153 - Field Trips and  
Community Service

III.D. Discussion of policy 5136 Use of  
Privately Owned Technology Devices By Students

## **IV. Discussion of policies, regulations, and bylaws in future meetings**

## **V. Next scheduled meeting of the Policy Committee**

V.A. The next scheduled meeting of the Policy  
Committee is March 7, 2023 (remote meeting).

## **VI. Adjournment**

**Policy Committee Meeting**

Tuesday, December 6, 2022 9:00 AM

Remote Session

**Present:** Steven Ezzes, Sharon Ferraro, Melissa Walker. Present: 3.

I. **Call to Order, Verification of Quorum**

Additional Attendees:

Lisa Barbiero, Superintendent of Schools; Tina Henckel, Assistant Superintendent

The time is 9:02 AM. A quorum has been met and the Policy Committee meeting can begin. Carried with a motion by Walker, Melissa and a second by Ferraro, Sharon.

Steven Ezzes: Yea, Sharon Ferraro: Yea, Melissa Walker: Yea

Yea: 3, Nay: 0

II. **Approval of Minutes**

A. **Approval of minutes from the November 1, 2022 Policy Committee Meeting.**

Move that the Policy Committee approve the minutes from the November 1, 2022 meeting. Carried with a motion by Ferraro, Sharon and a second by Ezzes, Steve.

Steven Ezzes: Abstain (With Conflict), Sharon Ferraro: Yea, Melissa Walker: Yea

Yea: 2, Nay: 0, Abstain (With Conflict): 1

III. **Discussion of policies, regulations, and bylaws**

A. **Discussion of policy 6115: Ceremonies and Observances**

Superintendent Barbiero indicated that the language was updated, which made the policy clear and more inclusive. It now references religious holidays as outlined in the WPS district calendar instead of mentioning specific holidays. It was also updated to reference absences for religious holidays to include co-curricular activities/sports. A suggestion was made to include reference to this policy in the student handbook to ensure students and families are familiar with it.

This policy will move forward for first-read at the December board meeting.

B. **Discussion of new mandatory policy/regulation Series 5000: Students: Completion Rates of the Free Application for Federal Student Aid (FAFSA)**

This policy is designed to make sure information regarding FAFSA is made available to families and codifies what we are already doing.

This policy will move forward for a first-read at the December board meeting.

**C. Discussion of policy/regulation 5114: Student Discipline**

This policy was brought to the attention of administrators and building principals for their review. A discussion surrounding cannabis and the disciplinary process took place. The committee members felt the policy was appropriate. This policy is included in the student handbook, so this complies with notification to students and families.

This policy will move forward for a first-read at the December board meeting.

**D. Discussion of policy/regulation 1250: Visitors and Observations**

This policy was discussed with the administrative team and reviewed by Tracy Edwards, Director of PPS. This policy fine tunes the purpose of the observation/visit so as to not disrupt the class and protect student privacy.

This policy will move forward for a first-read at the December board meeting.

**IV. Discussion of policies, regulations, and bylaws in future meetings**

**V. Next scheduled meeting of the Policy Committee**

A. The next scheduled meeting of the Policy Committee is January 3, 2022 (remote meeting).

**VI. Adjournment**

The time is 9:42 AM. Move that the Policy Committee adjourn the December 6, 2022 meeting. Carried with a motion by Ferraro, Sharon and a second by Walker, Melissa.

Sharon Ferraro: Yea, Melissa Walker: Yea

Yea: 2, Nay: 0

It is noted that Steven Ezzes left the meeting at 9:29 AM

Respectfully submitted by:

Jodi Sacchetta

## Community Relations

### Advertising and Promotion

The Board of Education has a responsibility to protect students from possible exploitation by private interests and other organizations through exposure to advertising and promotions ("advertising") within the school environment. Because marketing and advertising materials are a pervasive element in our culture, it is not feasible to strictly prohibit the indirect or incidental advertisement of products and services to our students and parents. However, direct, non-incident advertising in District schools and facilities, and on District grounds, is prohibited except as provided in this Policy.

#### 1. Advertising by School, Staff, and Students

Any advertising by the school, staff, or students of school events and activities must be done in a thoughtful, careful, and respectful manner consistent with the educational goals of the District. Advertising must not disrupt the educational process. The Superintendent or his/her designee may limit or prohibit such advertising in District schools and facilities, and on District grounds, if it is not consistent with the educational goals of the District, does not comply with other Board policies, regulations, and/or the law, is disruptive to the educational process, or is not in the best interests of students.

#### 2. Advertising by Private Interests and Other Organizations

The Superintendent, or his/her designee, must approve advertising by private interests and other organizations on District grounds and in all printed materials including, but not limited to, school newspapers, newsletters, fliers, theater publications, yearbooks, calendars, and athletic publications. Advertising must meet the educational goals of the District, must meet the requirements of other Board policies, regulations, and the law, must not disrupt the educational process, and must be in the best interests of the students. The approval of advertising does not imply that the Board or the school administration endorses the product, services or item being advertised.

##### A. Outdoor Advertising

Advertising under this Section is not permitted indoors. Approved advertising by private interests or outside organizations must be confined to the football field/track facility ("Football Field") and the lighted "Varsity Field." There shall be no more than a total of twenty (20) banners in place at any time on each field (20 on the Football Field and 20 on the Varsity Field), with the specific locations, size, and duration of display for such banners to be approved and identified by the Superintendent.

The approval for outdoor advertising must state precisely where the advertising is to be placed, the duration during which the advertising will be permitted, and the size of such

advertising. Advertising of private interests and other organizations will not be permitted outside the specific areas approved by the Superintendent.

Temporary, occasional, outdoor advertising beyond the Football Field and the Varsity Field as described above may only be displayed with the permission of the Superintendent.

#### B. Advertising in Printed Materials

Advertising in all printed materials including, but not limited to, school newspapers, newsletters, fliers, theater publications, yearbooks, calendars, and athletic publications must be approved by the Superintendent or his/her designee.

#### Audio, Video, and Digital Advertising

Any advertising by the school, staff, or students utilizing school public address systems, Trojan TV, Channel 78, or any other audio, video, and digital medium operated by the District (including computers and computer networks) ("District Media") of school events and activities must be done in a thoughtful, careful, and respectful manner. The Superintendent or his/her designee may limit or prohibit such advertising if it is not consistent with the educational goals of the District, does not meet the requirements of other Board policies, regulations, and/or the law, disrupts the education process, and/or is not in the best interests of students-:.

District Media may not be utilized for advertising by private interests and other organizations.

#### Removal of Advertising

Advertising that is in violation of this Policy, or is in violation of the terms of a written approval from the Superintendent or his/her designee, will be removed by the District.

Legal Reference: Connecticut General Statutes Section 10-220 Duties of Boards of Education

Connecticut General Statutes 10-239 Use of School Facilities for Other Purposes

Board of Education Policy 1330 Use of School Facilities

Board of Education Policy 3280 Gifts, Grants, and Bequests To the District

Policy adopted: March 19, 2012

WESTON PUBLIC SCHOOLS  
Weston, Connecticut



**Students**

**FUNDRAISING ACTIVITIES**

These administrative regulations shall serve to implement the Weston Board of Education’s policy pertaining to fundraising activities. The Weston Board of Education is not responsible for any fundraising activities that are not approved in accordance with the procedures set forth in the policy and these accompanying regulations.

**Criteria for Fundraising Activities:**

To be approved,-a fundraising activity must be conducted for the educational benefit of students and satisfy all of the following criteria:

1. Each student, parent support or other sanctioned fundraising activity shall have one adult designated with the responsibility for compliance with the Weston Board of Education policies and administrative regulations pertaining to fundraising (the “Sponsor”);
2. The fundraising must have a purpose consistent with the mission of Weston Public Schools (“the District”);
3. The fundraising must not be anticipated to bring additional costs to the District beyond the anticipated proceeds of the fundraising;
4. The fundraising activity must be suitable for the age and maturity of the students involved in the fundraising activity;
5. Students may not be compelled to participate in fundraising; all such fundraising activity shall be voluntary in nature;
6. Prior to a student engaging in any fundraising activity, his/her/their parents/guardians shall be informed and written authorization shall be obtained to permit their children to participate;
7. The fundraising must not be inappropriate or harmful to the best educational interests of students, as determined by the administration;
8. The fundraising will not be considered an official endorsement of any business or product;
9. The fundraising must not be in conflict with any provisions of the Board policies, administrative regulations, the rules of a specific school within the District, or federal, state, or local law;
10. Door-to-door solicitations by students are prohibited by these regulations;
11. The fundraising must comply with all applicable provisions of Board policy and regulation relating to the sale of healthy foods and beverages on school grounds or at school-sponsored events, if applicable.

### **Prior approval required:**

Fundraising activities shall not be initiated until prior approval is secured as set forth in these regulations.

Requests for prior approval for fundraising activities anticipated to raise funds shall be made in advance in writing to the building Principal or his/her designee, at least two (2) weeks prior to the commencement of the activity. The Principal or his/her designee shall indicate his/her approval in writing to the organization applying for approval. The requirement that the request be made at least two (2) weeks in advance as stated above may be waived by the Principal in his/her discretion if the need for the fundraising is urgent.

Requests for prior approval for fundraising activities anticipated to raise funds beyond \$5,000 shall be made in advance in writing to the Superintendent or his/her designee, at least ~~two~~ four (24) ~~months~~ weeks prior to the commencement of the activity. If the Superintendent or his/her designee determines that the fundraising activity meets the criteria set forth herein, the Superintendent or his/her designee shall forward the request for approval to the Board of Education for action. The requirement that the request be made at least ~~four~~ two (24) ~~weeks~~ months in advance as stated above, and/or the requirement for Board of Education action, may be waived by the Superintendent or his/her designee in his/her discretion if the need for the fundraising is urgent.

### **Use of Crowdfunding Activities**

Prior to engaging in any crowdfunding activities (e.g. DonorsChoose, Kickstarter, GoFundMe, etc) for the Board of Education, its schools, classes, or extracurricular teams or clubs, an employee, student, parent support or other fundraising group must first apply in writing to the building Principal and receive prior approval for the crowdfunding activity as outlined above. However, requests to the building Principal for prior approval of crowdfunding activities must also include the name of the website or application to be utilized, a full description of the reason for the crowdfunding activity, a copy of the proposed personal profile to be listed on the site/application, and the proposed content to be uploaded to the crowdfunding website or application, including images.

In addition to following the procedures outlined below for the handling of funds and record-keeping, the following additional regulations apply to funds received from crowdfunding activities. Any funds received from crowdfunding activities must be deposited directly into a school activity fund and may not first be received by the employee, student, parent group or other fundraising group. Crowdfunding activities must comply with all Board of Education policies, regulations and procedures, and shall not include photos of students or the sharing of any confidential student information.



**WESTON PUBLIC SCHOOLS  
FUNDRAISING APPROVAL REQUEST FORM**

Name of ~~Organization~~ Club/Sport:

\_\_\_\_\_

School(s) or Student Activities Intended to Benefit from Fundraising Activity:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Brief Description of Fundraising Activity:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Adult Responsible for Fundraising Activity ("Sponsor"):

\_\_\_\_\_

Contact Information for Sponsor: Telephone #: (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Date(s) on Which the Fundraising Activity Will Occur: \_\_\_\_\_

Anticipated Funds to be Solicited: \_\_\_\_\_

**X**

\_\_\_\_\_  
Principal

**X**

\_\_\_\_\_  
Signature of Superintendent (if needed):

\_\_\_\_\_

**Parent/Guardian Authorization:**

I have received information pertaining to the fundraising activity described above. By signing below, I give my permission for my child to participate in the fundraising activity.

Name of Student: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Phone #: \_\_\_\_\_

Cell Phone

Home Phone

**Date:** \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**X**

\_\_\_\_\_  
Parent/Guardian Signature

DRAFT

Field Trips and Community Service



The Weston Board of Education encourages and sanctions student trips or other out-of-district school activities (**includes extracurricular activities**), including participation in community civic projects and international travel that is **aligned related to the curriculum** and of value in helping achieve each participating student's educational objectives.

Field trips are an extension of the classroom. Therefore, and all school rules, school policies and Board of Education rules and regulations apply to all field trips sponsored by the Weston Public Schools. to another location.

It is recognized that a school-sponsored field trip may be defined as:

1. Day Field Trips
2. Overnight Field Trips
3. Field Trips Abroad/International

The school staff, under the direction of the administration, shall take all reasonable and prudent steps to safeguard the physical and educational welfare of participating students and **assure equal access for all students.**

The administration may place restrictions upon a student's participation when in the staff's judgment the student's welfare or the welfare of others requires it.

In case of an emergency or an unanticipated danger, a planned field trip may be cancelled at the discretion of the Superintendent, the school principal or designee. In the event of this cause for cancellation, the district is not responsible for the loss of fees or payments incurred by families if expended monies cannot be recovered. The safety of the students is paramount.

~~Field trips are an extension of the classroom. Therefore, and all school rules, school policies and Board of Education rules and regulations apply to all field trips sponsored by the Weston Public Schools. to another location.~~

~~On all field trips sponsored by Weston Public Schools, all school policies and Board of Education rules and regulations are in force.~~

All student field trips shall require prior written approval by the building principal and Assistant Superintendent. In addition, all student field trips that are scheduled to last more than one day

shall require the prior written approval of the Superintendent or his/her designee and the Board prior to publication and collection of funds.

All student field trips that require public solicitation of funds, shall require Board approval prior to any fundraising by involved students or other on their behalf. In addition, any such fundraising activities must comply with the provisions of the Board Policy concerning fundraising activities (Policy No. 1324) and any administrative regulations implementing such Board Policy.

The Superintendent or his/her designee is authorized to develop administrative regulations to implement this policy. The Board will not be responsible for any field trip that is not approved in accordance with the procedures set forth in this policy and any accompanying administrative regulations. ¶

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~~Policy adopted: March 5, 1991~~ ~~WESTON PUBLIC SCHOOLS~~ ¶  
~~Policy revised: April 27, 2004~~ ¶  
~~Policy revised: February ###, 2023~~ ~~Weston, Connecticut~~

**Instruction** **6153a** ¶

¶

**Field Trips** ¶

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~~The Board of Education considers student trips and excursions made for educational purposes as a part of the Weston school program. The Board accepts responsibility only for trips that have been approved in accordance with this regulation.~~ ¶

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### Procedures for Approval of Trips

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All school-sponsored trips must be **approved** by the principal and approved by the Superintendent. Teachers may tentatively explore possible trips with students in order to assess their interest, but **must** make clear that such trips are subject to administrative approval. No definite plans or solicitation of funds shall be made prior to administrative approval.¶

¶

**Teachers are responsible for following field trip guidelines and for filing field trip approval requests according to the required timeline, as well as for the regulations to be followed concerning transportation, collection of money for the trip from students, safety, insurance coverage, etc.** Specific information covering these areas shall be available to teachers from the business office and school.¶

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### Types of Trips

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#### 1. Area Trips/Tours

Field trips that are part of the school program are open to all students **in accordance with this policy**. Funding shall be provided for students **who meet scholarship guidelines**.¶

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#### 2. Extended Trips

The Board recognizes the value of extended trips involving students and teachers (or other adults) and encourages the scheduling of such trips to take place during the regular school calendar year, such as on weekends and recesses.¶

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##### A. School Sponsored

- 1) The participants, employees and students must show evidence of accident and health insurance. **An employee or student who fails to provide this evidence shall not participate.** The principal will have on file the documentation of said insurance.

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## Instruction

6153b¶

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### Field Trips

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- 2) Students and adults, **other than chaperones who have received prior approval to participate**, are responsible for their own travel and living expenses while on the trip unless other provisions have been made.¶

~~3) Accommodations for students may not include students staying in private homes.¶~~

~~4) All Board of Education policies and administrative procedures must be followed on school sponsored trips by students and adults.¶~~

~~¶~~

~~B. Non-School Sponsored Trips¶~~

~~1) The teacher acting as a private agency must advise the school in writing of intent to plan such trips.¶~~

~~2) Non-school sponsored trips may not be planned on school time, and the facilities of the schools may not be used in planning them. Letters to parents, directions, or other communications may not be distributed at schools.¶~~

~~3) Students will not be contacted during regular school hours. The principal may approve a limited number of meetings related to the proposed trip to be held in the school building.¶~~

~~4) No pressure of any kind will be exerted on students to influence their participation.¶~~

~~5) Clear and definitive statements from sponsoring agents must accompany all materials and literature advising participants and their guardians that the school district is not in any way sponsoring or participating in this activity. Copies of all materials must be provided to the Business Office.¶~~

Use of Chartered Buses

All chartered buses used for Weston field trips must be appropriately registered with the State Motor Vehicle Department and appropriately insured.

Use of Private Automobiles on School Trips

The use of private automobiles on school trips is discouraged under normal circumstances. When private vehicles need to be used, they shall be used only under the following conditions:

Instruction

6153c¶

¶

Field Trips¶

1. The process for approval of field trips has been followed.
2. Students are not drivers.
3. Seatbelts are provided for all passengers.

4. The licensed driver submits the “Verification of Liability Insurance” form and the “Verification of Driver Record” form prior to the trip.

Chaperones

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~~The chaperone/student ratio is predicated on:~~

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~~A. The nature of the trip, and,~~

~~B. The requirements imposed by the agency or organization being visited.~~

¶

~~In the absence of B, the school system will require the following minimum ratios:~~

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<u>Grade</u>	<u>Ratio</u>
Preschool	1:3
K-5	1:7-10
6-8	1:10-15
9-12	1:15-20

¶

~~Appropriate educational experience and proper supervision shall be provided for any student whose parents do not wish them to participate in a field trip.~~

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Regulation approved: September 21, 1992

Regulation revised: April 27, 2004

Regulation revised: January 31, 2023

WESTON PUBLIC SCHOOLS

Weston, Connecticut

Students

## **USE OF PRIVATELY-OWNED-TECHNOLOGICAL DEVICES BY STUDENTS**

Students may possess privately-owned technological devices on school property and/or during school-sponsored activities, in accordance with the mandates of this policy and any applicable administrative regulations as may be developed by the Superintendent of Schools.

### **Definitions**

#### Board Technology Resources

For the purposes of this policy, “Board Technology Resources” refers to the Board’s computers and instructional technologies; communications and data management systems; informational technologies and the Internet; and any other technology resources owned and/or used by the school district and accessible by students.

#### Privately Owned Technological Devices

For the purposes of the this policy, “Privately Owned Technological Devices” refers to privately owned desktop computers, wireless and/or portable electronic hand-held equipment that can be used for word processing, wireless Internet access, image capture and recording, sound recording, information transmitting and/or receiving, storing, etc. These devices may include, but are not limited to, desktops, personal laptops, Smartphones, **Smartwatches and other wearable technology**, network access devices, Kindles, Nooks, cellular telephones, radios, personal audio players, I-Pads or other tablet computers, walkie-talkies, Blackberries, personal data assistants, iPhones, Androids and other electronic signaling devices.

### **Use of Privately-Owned Technological Devices**

Privately-owned technological devices may not be used during instructional time, except as specifically permitted by instructional staff **or unless necessary for a student to access the district’s digital learning platform or otherwise engage in remote learning if remote learning has been authorized in accordance with applicable law.**

On school property, at a school-sponsored activity, while in use for a remote learning activity **if remote learning has been authorized in accordance with applicable law**, or while being used to access or utilize the Board’s technology resources, the use of any such device for an improper purpose is prohibited. Improper purposes include, but are not limited to:

- Sending any form of harassing, threatening, or intimidating message, at any time, to any person (such communications may also be a crime);
- Gaining or seeking to gain unauthorized access to Board technology resources;
- Damaging Board technology resources;
- Accessing or attempting to access any material that is obscene, **obscene as to minors**, or contains pornography;
- Cyberbullying;
  - Using such device to violate any school rule, including the unauthorized recording (photographic, video, or audio) of another individual without the permission of the individual or a school staff member; or
  - Taking any action prohibited by any Federal or State law.

### **Search of Privately Owned Technological Devices**

A student's privately owned technological device may be searched if the device is on Board property or in a student's possession at a school-sponsored activity and if there are reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school. Any such search shall be reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the student and the nature of the infraction.

### **Responsibility for Privately Owned Technological Devices**

Students are responsible for the safety and use of their privately owned technological devices. If a privately owned technology device is stolen, lost, or damaged, while the device is on school property or during a school-sponsored activity, a report should be made to the building principal, who will investigate the loss in a manner consistent with procedures for stolen or damaged personal property. Students and parents should be aware that the Board is not liable for any privately-owned technological device that is stolen, lost, or damaged while at school or during a school-sponsored activity. For that reason, students are advised not to share or loan their privately-owned technological devices with other students.

### **Disciplinary Action**

Misuse of the Board's technology resources and/or the use of privately-owned technological devices to access or utilize the Board's technology resources in an inappropriate manner or the use of such devices in any manner inconsistent with this policy will not be tolerated and will result in disciplinary action. For students, a violation of this policy may result in loss of access privileges, a prohibition on the use and/or possession of privately-owned technological devices on school property or at school sponsored activities, and/or suspension or expulsion in accordance with the Board's policies related to student discipline.

### **Access to Board Technology Resources**

The Weston Board of Education may permit students, using their privately owned technology devices, to access the Board's computers and instructional technologies; communications and data management systems; informational technologies and the Internet; and any other technology resources used by the school district and accessible by students. Additionally, it is the expectation of the Board of Education that students who access these resources while using privately-owned technology devices will act at all times appropriately in ways which are fully in accord with applicable policies concerning technology use as well as all local, state, and federal laws.

Through the publication and dissemination of this policy statement and others related to use of the Board's computer systems, as well as other instructional means, the Board educates students about the Board's expectations for technology users.

The Board technology resources shall only be used to access educational information and to promote learning activities both at home and at school. Students are expected to act at all times appropriately in ways which are fully in accord with applicable policies concerning technology use as well as all local, state, and federal laws when using the Board technology resources. Failure to do so will result in the consequences outlined herein and in other applicable policies (including, but not limited to, the Safe School Climate Plan, the Student Discipline Policy and the Use of Computers Policy).

Students must abide by the procedures outlined in this policy and all policies and applicable regulations outlined in the Board's computer use and other applicable policies. Students will be given specific information for log-on and access procedures for using school accounts. No user may deviate from these log-on/access procedures. Students are not permitted to share their log-on and password information, except a student may share such information with the student's parent/guardian for the purpose of enabling the parent/guardian to assist and/or supervise the student in connection with the student's use of school accounts.

**Students are advised that the Board's network administrators have the capability to identify users and to monitor all privately-owned technological devices while they are**

**logged on to the network.** Students must understand that the Board has reserved the right to conduct monitoring of Board technology resources and can do so *despite* the assignment to individual users of passwords for system security. Any password systems implemented by the Board are designed solely to provide system security from unauthorized users, not to provide privacy to the individual system user. The system's security aspects, message delete function and personal passwords can be bypassed for monitoring purposes. Therefore, students should be aware that they should not have any expectation of personal privacy in the use of privately owned technological devices to access Board technology resources. This provision applies to any and all uses of the Board's technology resources and any privately owned technological devices that access the same.

### **Harm to Board Technology Resources**

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Any act by a student using a privately-owned technological device that harms the Board's technology resources or otherwise interferes with or compromises the integrity of Board technology resources will be considered vandalism and will be subject to discipline and/or appropriate criminal or civil action.

### **Closed Forum**

This policy shall not be construed to establish a public forum or a limited open forum.

### **Legal References:**

Conn. Gen. Stat. § 10-233j

Conn. Gen. Stat. § 31-48d

Conn. Gen. Stat. §§ 53a-182; 53a-183; 53a-250, *et seq.*

Electronic Communication Privacy Act of 1986, Public Law 99-508, codified at 28 U.S.C. §§ 2510 through 2520

### **Policy References:**

Policy No. 5114, Student Discipline

Policy No. 5131.911, Bullying

Regulation No. 5131.911, Safe School Climate Plan

Policy 5135, Student Use of District's Computer Systems

Policy No. 6184, Unexpected Broadcast

WESTON PUBLIC SCHOOLS  
Weston, Connecticut

**Series 5000  
Students**

**USE OF PRIVATE TECHNOLOGY DEVICES BY STUDENTS**

Students may possess privately owned technological devices on school property and/or during school-sponsored activities, in accordance with the mandates of this policy and any applicable administrative regulations as may be developed by the Superintendent of Schools.

**Definitions**

Board Technology Resources

For the purposes of this policy, “Board technology resources” refers to the ~~\_\_\_\_\_~~ ~~\_\_\_\_\_Weston~~ Board of Education’s (the “Board’s”) computers and instructional technologies; communications and data management systems; informational technologies and the Internet; and any other technology resources owned and/or used by the school district and accessible by students.

Privately Owned Technological Devices

For the purposes of the this policy, “privately owned technological devices” refers to privately owned desktop computers, personal computing devices, cellular phones, Smartphones, network access devices, radios, personal audio players, CD players, tablets, walkie-talkies, personal gaming systems, Bluetooth speakers, personal data assistants, and other electronic signaling devices.

**Use of Privately Owned Technological Devices**

Privately owned technological devices may not be used during instructional time, except as specifically permitted by instructional staff or unless necessary for a student to access the district’s digital learning platform or otherwise engage in remote learning if remote learning has been authorized in accordance with applicable law.

On school property, at a school-sponsored activity, while in use for a remote learning activity if remote learning has been authorized in accordance with applicable law, or while being used to access or utilize Board technology resources, the use of any such device for an improper purpose is prohibited. Improper purposes include, but are not limited to:

- Sending any form of a harassing, threatening, or intimidating message, at any time, to any person (such communications may also be a crime);
- Gaining or seeking to gain unauthorized access to Board technology resources;

## SHIPMAN

- Damaging Board technology resources;
- Accessing or attempting to access any material that is obscene, obscene as to minors, or contains pornography;
- Cyberbullying;
- Using such device to violate any school rule, including the unauthorized recording (photographic, video, or audio) of another individual without the permission of the individual or a school staff member; or
- Taking any action prohibited by any Federal or State law.

### **Search of Privately Owned Technological Devices**

A student's privately owned technological device may be searched if the device is on Board property or in a student's possession at a school-sponsored activity and if there are reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school. Any such search shall be reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the student and the nature of the infraction.

### **Responsibility for Privately Owned Technological Devices**

Students are responsible for the safety and use of their privately owned technological devices. If a privately owned technological device is stolen, lost, or damaged while the device is on school property or during a school-sponsored activity, a report should be made to the building principal, who will investigate the loss in a manner consistent with procedures for stolen or damaged personal property. Students and parents should be aware that the Board is not liable for any privately owned technological device that is stolen, lost, or damaged while at school or during a school-sponsored activity. For that reason, students are advised not to share or loan their privately owned technological devices with other students.

### **Disciplinary Action**

Misuse of the Board's technology resources and/or the use of privately owned technological devices to access or utilize the Board's technology resources in an inappropriate manner or the use of such devices in any manner inconsistent with this policy will not be tolerated and will result in disciplinary action. For students, a violation of this policy may result in loss of access privileges, a prohibition on the use and/or possession of privately owned technological devices on school property or at school-sponsored activities, and/or suspension or expulsion in accordance with the Board's policies related to student discipline.

### **Access to Board Technology Resources**

The Board may permit students, using their privately owned technological devices, to access the Board's computers and instructional technologies; communications and data management systems; informational technologies and the Internet; and any other technology resources used by the school district and accessible by students. Additionally, it is the expectation of the Board that students who access these resources while using privately owned technology devices will act at all times appropriately in ways that are fully in accord with applicable policies concerning technology use as well as all local, state, and federal laws.

Through the publication and dissemination of this policy statement and others related to use of the Board's computer systems, as well as other instructional means, the Board educates students about the Board's expectations for technology users.

The Board's technology resources shall only be used to access educational information and to promote learning activities both at home and at school. Students are expected to act at all times appropriately in ways that are fully in accord with applicable policies concerning technology use as well as all local, state, and federal laws when using the Board technology resources. Failure to do so will result in the consequences outlined herein and in other applicable policies (including, but not limited to, the Safe School Climate Plan, the Student Discipline Policy and the Use of Computers Policy).

Students must abide by the procedures outlined in this policy and all policies and applicable regulations outlined in the Board's computer use and other applicable policies. Students will be given specific information for log-on and access procedures for using school accounts. No user may deviate from these log-on/access procedures. **Students are advised that the Board's network administrators have the capability to identify users and to monitor all privately owned technological devices while they are logged on to the network.** Students must understand that the Board has reserved the right to conduct monitoring of Board technology resources and can do so *despite* the assignment to individual users of passwords for system security. Any password systems implemented by the Board are designed solely to provide system security from unauthorized users, not to provide privacy to the individual system user. The system's security aspects, message delete function and personal passwords can be bypassed for monitoring purposes. Therefore, students should be aware that they should not have any expectation of personal privacy in the use of privately owned technological devices to access Board technology resources. This provision applies to any and all uses of the Board's technology resources and any privately owned technological devices that access the same.

### **Harm to Board Technology Resources**

Any act by a student using a privately owned technological device that harms the Board technology resources or otherwise interferes with or compromises the integrity of Board

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technology resources will be considered vandalism and will be subject to discipline and/or appropriate criminal or civil action.

**Closed Forum**

This policy shall not be construed to establish a public forum or a limited open forum.

Legal References:

Conn. Gen. Stat. § 10-233j

Conn. Gen. Stat. § 31-48d

Conn. Gen. Stat. §§ 53a-182; 53a-183; 53a-250, *et seq.*

Electronic Communication Privacy Act of 1986, Public Law 99-508, codified at 28 U.S.C. §§ 2510 through 2520

ADOPTED: \_\_\_\_\_

REVISED: \_\_\_\_\_