



Board Work Session of the Board of Directors
BANKS SCHOOL DISTRICT 13
Banks, OR
Monday, September 8, 2025

Note: The District will endeavor to provide the following services if requested 48 hours prior to the meeting: qualified bilingual interpreters or qualified sign language interpreters. These services are provided at no cost to recipient. To obtain services, call 503-324-8591 at least 48 hours prior to this meeting.

1. Preliminaries
 - 1.1. Call to Order
 - 1.2. Roll Call
 - 1.3. Approval of Agenda
2. Discussion Items
 - 2.1. SEL Connection
Corissa Mazurkiwicz, Board Vice Chair
 - 2.2. Cell Phone Policy, JFCEB, JFCEB AR
Brian Sica, Superintendent, Ben Buchanan, BHS VP, Leann Gallien, BMS VP & Lara McCabe, BES VP
 - 2.3. Board Agreements
 - 2.3.1. Communication
 - 2.3.2. Committee representation
 - 2.4. Bond Update
 - 2.4.1. Auxiliary Gym
3. Adjourn

Request for Personal Electronic Devices Exception

A parent or guardian may request an exception to the personal electronic device prohibition by submitting the following form to the principal or designee.

Name of student: _____ Grade: _____

School: _____

If the reason for the request is included in the student’s individualized education program, as defined in ORS 343.025 or an education plan developed for the student in accordance with Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, this form is not required.

This request is:

- In compliance with the student’s medical provider’s order for the care and treatment of a medical condition (attach a copy of the order);
- Accommodate the individual circumstances of the student;
- Further specific educational outcomes for the student.

Exemption requested (describe the requested possession or use of a personal electronic device to be allowed and reason for the requested exemption):

Duration for requested exemption: _____¹

Signed: _____ Date: _____

Parent or guardian name: _____

Parent or guardian phone: _____ Email: _____

For Completion by School Administration

Request: Granted Expiration of exemption: _____

¹ The maximum duration of an exemption is [one year] [the end of the current school year] [the end of the student’s enrollment at this school].

Denied Reason for denial: _____

More information needed. Please submit by [date] for reconsideration.

Signed: _____ Date: _____

School administration will consult with a school nurse and counselors when appropriate. School administration decisions will be issued and communicated to the parent or guardian within 10 school days of receipt and can be appealed in accordance with KL-AR(1) – Public Complaint Procedure

Guidelines for exemption consideration:

1. Exemptions will only be approved for legitimate needs of students and their families, not mere convenience;
2. Exemptions will be consistently granted in a non-discriminatory manner;
3. Exemptions will be limited to address the specific need, with limitations communicated to the student regarding other possession and use;
4. Exemptions will only be approved when other communication methods and device availability (school phones, laptops, computers, available internet, etc.) are not adequate for the specific need;
5. Exemptions will be communicated to necessary staff in a way that protects student privacy;
6. Exemptions will minimize disruption to other students, staff and the educational environment.

Personal Electronic Devices

Student use of a personal electronic device is prohibited from the initial entrance to a school building until the end of regular instructional hours, except as provided below. Personal electronic devices can be used when students are not on school grounds and are not under the supervision of school personnel.

Except as otherwise provided in this policy, “personal electronic device” means any portable, electrically powered device that is capable of making and receiving calls and text messages and accessing the internet independently from the school’s network infrastructure.^[1] This includes headphones and earbuds attached to personal electronic devices. This does not include a laptop computer or other device required to support academic activities.

Personal electronic devices may be used when use complies with the terms of:

1. The student’s individualized education program, as defined in ORS 343.035 or an education plan developed for the student in accordance with section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794);²
2. A written exemption provided for the student based on a request received in JFCEB-AR. School administration will respond to such a request within [10] school days.³

Personal electronic devices may be kept by students in lockers, backpacks, or stored on the student’s person, but may not be used during regular instructional hours. Storage requirements may vary by school and will be outlined in the student code of conduct.

Students in violation of this policy will be subject to disciplinary action. Discipline for mere possession or use of a personal electronic device may not include loss of instructional time for the student (including suspension or expulsion), but could include [verbal reminders, parental involvement, detention, a change

¹ [ODE’s guidance, *Fostering Student Learning, Well-Being, and Belonging* provides “This includes personal electronic devices that can make calls, send texts, or access the internet via cellular data are restricted. This includes smartphones, web-enabled flip phones, cellular-capable tablets and e-readers, smartwatches, smart glasses, and connected headphones or earbuds. This does not include laptop computers or other devices required to support academic activities.”]

² If use of the personal electronic device is included in the individualized education program or education plan, JFCEB-AR submission is not required.

³ JFCEB-AR must be submitted to the building administrator.

to storage requirements, etc. ⁴]. However, if the actions taken by a student violate another conduct policy, the student may be subject to discipline up to and including expulsion.⁵

Necessary communications during the school day while on school grounds between students and parents or guardians can be made through the school office.

The superintendent or designee shall ensure this policy is posted on the district website and made available to district personnel, students, parents, guardians, partners who are in school buildings during the school day, and the Oregon Department of Education.

Requests for exemptions to this policy can be processed in accordance with JFCEB-AR – Request for Personal Electronic Devices Exemption. Appeals can be filed in accordance with KL-AR (1) – Public Complaint Procedure

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.

END OF POLICY

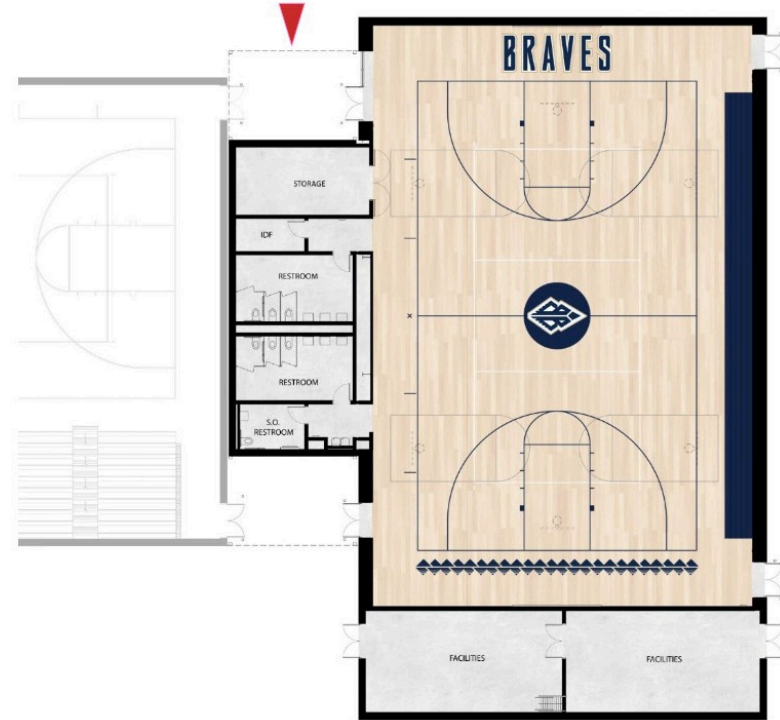
Legal Reference(s):

⁴ {Correction may include requiring a student to store their device in a school storage space instead of in the backpack.}

⁵ For example: a student could be disciplined with lost instructional time for using a personal electronic device to bully another student or for accessing inappropriate content. Discipline will be in accordance with Board policies.

DRAFT

Banks Auxiliary Gym



Banks Auxiliary Gym



Name Signage





Name Signage

