

**Ballard High School**

6000 Brownsboro Road  
Louisville, Kentucky 40222  
(502) 485-8206  
Fax: 485-8856



**Memorandum**

To: Dr. Lynne Wheat  
From: Jim Jury  
Date: 7/7/14  
CC: Ballard SBDM

**RE: Telecommunications Policy Waiver Request**

Please accept this correspondence from me on behalf of the Ballard SBDM to request an extension of the telecommunications waiver.

I have asked for input from our faculty and the response, from those who have offered, is overwhelmingly in favor of continuing the use of telecommunication devices in the classroom. As a reminder, that is the only use that would be permitted at Ballard if the waiver is approved.

Attached is our current policy that was approved as a result of the waiver in 2013-2014.

As always, if you have any questions, please feel free to contact me.

**SCHOOL-BASED DECISION MAKING**  
**Policy Format**

**School: Ballard High School**

**Subject of the Policy: Ballard High School Cell Phone Policy**

*Policy Statement*

The following policy concerning the use of cell phones and telecommunication devices will be applied for teachers and staff for the 2013-2014 academic year at Ballard High School. These policies are hereto enacted based upon a waiver from the Jefferson County School District's current cell phone policy. Technology is quickly becoming the "tool of the trade" for many professions. The Policies outlined here will be applied in conjunction with Jefferson County Public School's Acceptable Use Policy (see attached).

**POLICY**

- Teachers will be permitted, but not required, to use cell phones and other telecommunication devices (i.e. iPads, e-readers, etc.) for instructional purposes.
- Students will be permitted to use their device for classroom instructional requirements only.
- Students using cell phones or other electronic devices in any manner that disrupts the educational environment or violates the rights of others will be subject to disciplinary action.
- The use of cell phones is limited to the classroom, and direct instruction from a teacher, and the Ballard High School cell phone policy, as listed in the student agenda, will be enforced at all other times.
- If a device is removed from a student during a given class period by their instructor, the device will be returned to the student at the end of the class period.
- Personal devices are the responsibility for each student while present in their class, Ballard High School staff is not responsible for lost or stolen devices.
- Teachers and staff may not require students to bring a device and must supply adequate means for all students to participate in a given class period if devices are being used for instructional purposes.
- Students will not be permitted to use devices for personal social media communications (i.e. facebook, texting, etc.) in transition to other classes and other non-instructional times (i.e. lunch, arrival, dismissal, etc.).
- The use of the camera and video functions is absolutely forbidden at any time unless clearly defined within an instructional activity.
- Students cannot access JCPSWireless on their devices. School is not responsible for any overages on data charge. *\*Standard data rates may apply.*
- Cell Phone usage during **any and all** assessments is prohibited.

**JCPSNet Student Acceptable Use Policy**  
**This document is part of the JCPS Code of Conduct.**

The Jefferson County Public Schools (JCPS) offer student access to electronic information through a service called JCPSNet. Along with this access to computers and to people all over the world comes the

availability of materials that may not be considered appropriate for use in the classroom. Because it is impossible to control all materials available through the global network, school staff and parents/guardians of minors are ultimately responsible for setting and conveying the standards that students should follow when using these information resources. JCPS supports each family's right to decide whether or not to allow their child to have access.

***Access is a privilege, not a right.***

Students are responsible for appropriate behavior when using the Internet, just as they are in classrooms and school hallways. Therefore, general school rules for behavior apply. Access to network services is offered to students who agree to act in a considerate and responsible manner, and parent permission is required. Based upon the acceptable use guidelines outlined in this document, the system administrators will deem what is inappropriate use, and their decisions are final. The administration and staff may revoke or suspend user access when these terms are violated.

**Students will:**

- use the network for educational purposes such as conducting research for assignments consistent with the JCPS academic expectations; and
- use appropriate language, avoiding swearing, vulgarities, or abusive language.

**Students will NOT:**

- transmit or receive materials in violation of federal or state laws or regulations pertaining to copyrighted, threatening or obscene materials, including sexually explicit materials;
- use JCPS internet connection for personal or commercial activities, product promotion, political lobbying, or illegal activities;
- break into/attempt to break into another computer network;
- damage/attempt to damage, move, or remove software, hardware or files;
- use unauthorized multi-user games;
- send or forward chain letters;
- use unauthorized software products which adversely affects network performance;
- create or share computer viruses;
- share access to their JCPSNet account, or use another person's account;
- maliciously attempt to harm or destroy data of another user; or,
- use network resources to otherwise violate the JCPS Student Code of Conduct.
- use network resources to disrupt the efficient operation and/or educational programs of the Jefferson County Public Schools.

**JCPSNet communications are not private, and may be reviewed by JCPS personnel, or by someone appointed by them, to ensure that all guidelines are followed. Violation of the terms listed above will result in a loss of access to JCPSNet, and may result in other disciplinary action under the guidelines of the JCPS Uniform Code of Student Conduct. Use of public property for personal gain is a felony. Violators or parents of student violators may be subject to prosecution.**

Date of First Reading: October 15, 2013

Date of Second Reading: November 12, 2013

Date Adopted: November 12, 2013

Signature: Jim Jury  
(SBDM Council Chairperson)

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Jefferson County  
Public Schools



**Shaping the Future**

## Memorandum

To: Dr. Lynne Wheat  
From: Ballard SBDM  
Date: 7/7/14  
CC: Ballard SBDM

RE: Telecommunications Policy Waiver Request

Please accept this correspondence from me on behalf of the Ballard SBDM to request an extension of the telecommunications waiver. Of the seven members on our SBDM, a majority of members are in favor of continuing the waiver: Mr. Jay Crocker, Mr. Greg Fleischaker, Mr. J. Parroco, Jim Jury, and Ms. Faith Anderson.


I have asked for input from our faculty and the response, from those who have offered, is overwhelmingly in favor of continuing the use of telecommunication devices in the classroom. As a reminder, that is the only use that would be permitted at Ballard if the waiver is approved.

Attached is our current policy that was approved as a result of the waiver in 2013-2014.

As always, if you have any questions, please feel free to contact me.



**JEFFERSON COUNTY PUBLIC SCHOOLS**  
**WAIVER OF SCHOOL BOARD POLICY ROUTING FORM**

<b>REQUIRED – Board approval on all requests for waiver of Board Policy.</b>		
Date: 7/14/14	School: Ballard	
Board Meeting Date: July 28, 2014	Board Policy Requested to be waived: Telecommunication Devices	
	School Contact: Jim Jury	
	Cabinet Member Submitting: Dr. Dewey Hensley	
<b>Comments:</b> It is our mission to prepare every student for postsecondary education. Part of preparing our students for the future is teaching them to be responsible digital citizens and to use technology appropriately. Personal telecommunications and electronic media devices, such as cell phones, are part of the technology that can be a benefit to the education of students and an asset to student learning. Please include: <ul style="list-style-type: none"><li>• Principal's letter of support and rationale.</li><li>• Proposed SBDM Policy</li><li>• SBDM Letter of Support</li><li>• SBDM Policy <u>cannot</u> begin until waiver is approved by the Board of Education</li></ul>		
<b>REQUIRED - Sign and date this form after you have reviewed and approved the attached request.</b>		
	<u>Signature</u>	<u>Date</u>
Principal Submitting:		7/14/14
Route to Assistant Superintendent:		
Route to Cabinet Member:		
Route to General Counsel:		

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