

DuPont Manual High School

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I want to thank you for the support of our pilot program regarding the use of personal electronic devices at duPont Manual High School. As a result of this waiver, we saw an increase of readily available technology to support our students along with significantly reducing the disciplinary issues associated with devices.

I am pleased to report that the objective of teaching our students to be responsible digital citizens and to use technology appropriately was achieved. While we need to continually reinforce these behaviors, our teachers did a good job in assisting our students with the managerial aspect of these tools. From an academic perspective, our students ACT average increased along with the Advance Placement scores which went from a school wide 74% pass rate to 79%. The number of AP tests increased and our EOC scores improved in two of the four areas.

We are excited to see what year two of this waiver will bring. Now that our teachers and students are comfortable with having the devices available, the opportunities to expand seem only natural. Evidence of this behavior was present as the comfort level increased throughout the year.

A copy of this policy is included with this letter. We are monitoring our policy to see if there are any changes we might want to modify after we have established a solid two year data baseline. Our prediction that personal electronics would enhance the educational process of our students has met the standard for year one.

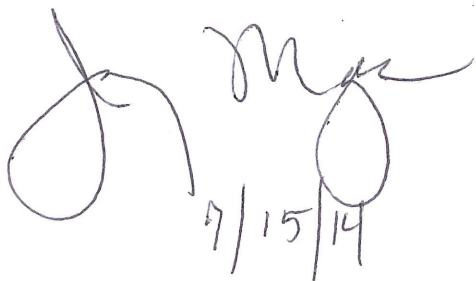
We hope you will continue to support our policy and guidelines for personal telecommunications and electronics use at duPont Manual High School. Our families, students, and faculty thank you for your leadership in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Jerry Mayes", is written over the printed name and title.

Jerry Mayes
Principal
duPont Manual High School

The SBDM Council has signed the policy itself. Please consider this the letter from Manual's SBDM. Thank you.



Handwritten signature and date: 9/15/14

We the SBDM Committee at duPont Manual / YPAS High Schools request permission to use the attached waiver for the 2014-15 school term.

Jon Nye
Council Chairperson

Laura Spuehler (Bm)

Tracy Shah (Bm)

Katie Blackerby Wiebel (Bm)

DuPont Manual High School

Personal Telecommunication and Electronic Media Devices Policy PILOT

SBDM Rationale:

At DuPont Manual High School, 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 telecommunication 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. As educators, we need to assist students with mature management of these devices at school to better prepare them for postsecondary life. Students need to understand both respectful ways to use electronics, and how to make good choices when confronted with the temptation of a media device. As adults, we balance the use of these devices with the environments with which we interact. A progressive approach to media usage will not only teach and model mature management, but also provide endless learning opportunities that are relevant to the technology our students enjoy and use.

Policy:

A student at DuPont High School may activate and display a personal telecommunication and electronic media device on school property. **The device should be on silent at all times.** The goal is to maintain an academic focus in classrooms and other study areas while respecting the needs of our students to have reasonable access to their cell phones. The following policy for personal electronic device use is in a pilot phase (trial period), and may be revised following data collection related to the use of these devices at DuPont High School. To ensure an appropriate academic environment inside and outside the classroom setting, it is essential to adhere to the guidelines below. This policy is necessary to ensure respectful and non-disruptive use of personal electronic devices at DuPont High School.

Devices may be confiscated by an administrator if the situation involves suspicions of violence, harassment, danger to a student, or any other zero tolerance issue. If the problem is recurring, privileges may be discontinued for a period of time or permanently. If a student makes poor choices on how they handle their interactions with a teacher, other adult, or administrator, in regard to any personal electronic device, they will be subject to further discipline.

Guidelines

- **The use of personal electronic devices in the classroom is COMPLETELY at the choice and approval of the teacher.** Charging of personal electronic devices will also be at the teacher's discretion.
- Placing or receiving voice or video phone calls is prohibited.
- DuPont High School, faculty and staff, will not be held responsible for any physical damage, loss, or theft of the personally owned device. (JCPS Code of Conduct and Student Bill of Rights)
- The use of camera and video functions are forbidden at any time unless clearly defined within an instructional activity and with the permission of the teacher.
- Students will **not** be allowed to use devices in ISAP, Time Out, or SOS for any purpose.
- Students will respect the teacher's/adult's requests if there are concerns about usage at inappropriate times. If a student is not being respectful of the instructional setting, or not following an adult's directives, a referral will be written and the student will meet with an administrator. **Failure to Follow a Teacher Directive**
- Students may not access, submit, post, publish, forward, download, scan, or display defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing, bullying, and/or illegal materials or messages on any electronic device.

Etiquette

- Personal electronic devices may be used during class changes in the common hallways and in the cafeteria. Use of external speakers on electronic devices is prohibited in these areas
- Students using personal electronic devices in any manner that disrupts the educational environment or violates the rights of others will be subject to disciplinary action.

Assessment

- The use of personal electronic devices during **ALL** assessment times is prohibited, even if the student has finished his/her assessment.

Approved -
(DH)

Addition to the Telecommunication Waivers

At the Board work session on Monday, August 26, 2013, board members asked schools to think about professional development for teacher and the accessibility of applications. Manual High School addresses these requests below.

Manual High School will offer professional development to teachers on the use of telecommunication devices in the classroom.

- This training will include helpful applications ("apps") and information on the accessibility of applications on various platforms.
- Teachers will be encouraged to attend the sessions and the information will also be embedded in school meetings throughout the year.
- As teachers make use of the applications, they will have information to share with each other about the benefits and drawbacks of particular sites and applications and will discuss the use of these in lessons.

Principal Signature:



Date: July 15, 2014