

Moore Traditional School

6415 Outer Loop
Louisville, Kentucky 40228
(502) 485-8304
Fax: (502) 485-8168



July 14, 2014

Dear Members of the Board of Education:

As principal of Moore Traditional School, it is my responsibility to ensure students learn every day. Moore Traditional School strives to ensure all students are college and career ready and all students graduate prepared. Preparation comes in a variety of ways, including the use of technology. Personal telecommunication and electronic media devices can be used in the classroom to assist learning. I am requesting approval for implementation of an SBDM approved Moore Traditional School Personal Telecommunication and Electronic Media Device Policy at Moore Traditional. This policy outlines the use of personal electronic device use only in classrooms under the direction of the teacher for instructional purposes only.

A copy of the policy is included for your review. The policy has been shared with teachers and staff and it will be sent home to parents if approved; parents, students and teachers will be required to sign permission to ensure a solid understanding of use by all parties.

I am excited about the integration of more technology in the classroom and I strongly believe this policy will help students learn at an even greater pace and increase student achievement. Please strongly consider approving the Moore Traditional School Personal Telecommunication and Electronic Media Device Policy.

Sincerely,

A handwritten signature in blue ink, appearing to read "Vicki Lete".

Vicki Lete
Principal

Moore Traditional School

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July 14, 2014

Dear JCPS Board Members:

The purpose of this letter is to state our support for the Moore Traditional School Personal Telecommunication and Electronic Media Device Policy.

Sincerely,

Moore Traditional School SBDM Council

[Signature]
Vicki Pete
[Signature]
Elaine Banerjee
[Signature]
Trina Flener
[Signature]
Gayle Mudd

Susan McClain

Michelle Terry

[Signature]
Venita Benbow
[Signature]
Natalie Brinley
[Signature]
Krishonda Johnson
[Signature]
Toetta Taul

Pam Parker-Huck

Leevonne Yates

**Moore Traditional School Personal Telecommunication and
Electronic Media Device Policy (2014-2015)**

The following policy concerning the use of personal telecommunication and electronic media devices will be applied for teachers and staff for the 2014-2015 academic year at Moore Traditional School. These policies are hereto enacted as part of a waiver from the Jefferson County School District's current telecommunication devices policy. Technology is quickly becoming the "tool of the trade" for many professions.

POLICY

-Teachers will be permitted, but not required, to use personal telecommunications devices and electronic media devices (i.e. iPads, e-readers, etc.) (hereinafter "personal electronic devices") for instructional purposes.

-Students will be permitted to use their personal electronic device for classroom instructional requirements only.

-Students shall not use a personal electronic device in any manner that disrupts the educational environment or violates the rights of others.

-The use of personal electronic devices is limited to the classroom, and direct instruction from a teacher, and this policy, as listed in the student agenda, will be enforced at all times.

-Personal electronic devices are the responsibility of each student while present in their class; Moore Traditional School staff is not responsible for lost, stolen or damaged devices.

-Teachers and staff may not require students to bring a personal electronic 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, telephone and video function is absolutely forbidden at any time unless clearly defined by the teacher within an instructional activity.

-The use of personal electronic devices during any and all assessments is prohibited, even if the student has finished his/her assessment.

-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 personal electronic device or otherwise violate the JCPS Acceptable Use Policy

If a student violates any of the rules above, the personal electronic device will be confiscated by an administrator/teacher and the student will be subject to discipline pursuant to the Code of Acceptable Behavior and Discipline.

Repeated violations of this policy will result in loss of the student's privilege to use any personal electronic device temporarily or permanently.

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 the 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 JCPS 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 of personal gain is a felony. Violators or parents of student violators may be subject to prosecution.

Date of First Reading: _____ **October 14, 2013** _____

Date of Second Reading: _____ **November 18, 2013** _____

Date Adopted: _____ **November 18, 2013** _____

Signature: _____