

SCHOOL-BASED DECISION MAKING

School:

J. GRAHAM BROWN SCHOOL

Subject of the Policy:

PERSONAL TELECOMMUNICATION AND ELECTRONIC MEDIA DEVICES
POLICY

Policy Statement:

At the J. Graham Brown School, it is our responsibility 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 devices and electronic media devices, (Hereinafter "Personal Electronic Devices") which are defined in the *Student Support and Behavior Intervention Handbook* and KRS 158.165 and includes, but is not limited to, cell phones, smart phones, iPads, iPods and other similar media devices 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 personal electronic 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 personal electronic device. As adults, we balance the use of these personal electronic devices with the environments with which we interact. A progressive approach to the use of personal electronic devices 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.

Students in grades 6-12 may activate and display a personal electronic device on school property. 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 personal electronic devices. To ensure an appropriate academic environment inside and outside the classroom setting, students must comply with the following rules:

- The personal electronic device must be on silent at all times.
- The use of personal electronic devices in the classroom is COMPLETELY at the discretion and approval of the teacher. Charging of personal electronic devices is also at the teacher's discretion.
- Placing or receiving voice or video phone calls will be at the teacher's discretion.
- J. Graham Brown School, faculty and staff, are not responsible for any damage, loss, or theft of a personal electronic device.
- The use of camera and video functions is prohibited at all times unless clearly defined within an instructional activity and authorized by the teacher.
- The use of personal electronic devices is prohibited in detention, ISAP, or any disciplinary setting/activity.
- Students shall comply with a teacher's/administrator's requests if there are concerns about usage at inappropriate times.
- Students shall not use a personal electronic device in any manner that disrupts the educational environment or violates the rights of others.
- Personal electronic devices may be used during class changes in the common hallways and in the cafeteria. Use of external speakers on personal electronic devices is prohibited in these areas between 8:00 am and 2:40 pm.
- External speakers or headphones may be used in the classroom when clearly defined within an instructional activity and with the authorization of the teacher.
- Students may not access, submit post, publish, forward, download, scan, share, 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.
- The use of personal electronic devices during ALL assessment times is prohibited, even if the student has finished his/her assessment.

PERSONAL TELECOMMUNICATION AND ELECTRONIC MEDIA DEVICES POLICY
-CONTINUED-

If a student violates this policy, school personnel will confiscate the device and return it at the end of the school day. Any violation of the policy will be documented. The consequences of violating this policy are listed below.

1. First Offense: Brown School administrators will hold the device until the end of the school day and will return it to either the student or the parent/guardian. Parent/guardian will be contacted.
2. Second Offense: Brown School administrators will hold the device until the end of the school day and will return it to either the student or the parent/guardian. Students will face appropriate, progressive disciplinary consequences as determined by school administration. Parent/guardian will be contacted.
3. Third Offense: Brown School administrators will hold the device until the end of the school day and will return it to either the student or the parent/guardian. Students will face appropriate, progressive disciplinary consequences as determined by school administration. Parent/guardian will be contacted.
4. Fourth Offense: Brown School administrators will hold the device until the end of the school day and will return it to either the student or the parent/guardian. Students will face appropriate, progressive disciplinary consequences as determined by school administration. Students may be placed on behavioral probation at the Brown School with a decision being made at the end of the school year regarding continued enrollment. Parent/guardian will be contacted.
5. Fifth Offense: Brown School administrators will hold the device until the end of the school day and will return it to either the student or the parent/guardian. Students will face appropriate, progressive disciplinary consequences as determined by school administration. Parent/guardian will be contacted.

Care shall be taken by school personnel to protect student rights to privacy when the electronic device is in school custody. The device shall be powered down, labeled, and locked in a safe location.

Date of First Reading: November 16, 2017

Date of Second Reading: December 14, 2017

Date Adopted: December 14, 2017

Signature: _____
(SBDM Council Chairperson)

