

STUDENT CONDUCT:  
PERSONAL TELECOMMUNICATIONS/ELECTRONIC DEVICES  
(LOCAL)

**Note:** For searches of personal telecommunications devices or other personal electronic devices, see FNF.

**Purpose**

This policy is established to reduce distractions for students during the school day and to minimize interruptions to the learning process for all students. The district recognizes that personal telecommunications may be a safety tool, but asks that parents and guardians please call the school's phone number to relay any urgent messages to their child.

**Personal Use**

All telecommunications devices must remain turned off during the instructional school day and stowed off the student in a backpack, purse, or locker unless the devices are being used for approved purposes. The instructional school day begins at the beginning of the of the first instructional period of the day and ends at the last instructional period of the day. As such, telecommunications devices are not to be used during class change passing periods or lunch periods. An authorized District employee may confiscate a personal telecommunications device, including a mobile telephone, used in violation of **this policy** or applicable campus rules.

At any time, administrators reserve the right to deny cell phone/electronic devices usage or possession during the school day.

The use of cell phones or any device capable of capturing images is strictly prohibited in locker rooms or restroom areas while at school or at a school-related or school-sponsored event.

**Consequences of  
Unauthorized Use of  
Telecommunications  
Devices on High School  
Campuses**

1st offense: Confiscation of device, administrator shall contact parent, device shall be held in school office until the end of the day, and detention

2nd offense: Confiscation of device, administrator shall contact parent, device shall be held in school office until the end of the day, and Saturday school

3rd offense: Confiscation of device, administrator shall contact parent, device shall be held in school office until the end of the day, and one day of in-school suspension (ISS) (student will no longer be exempt from semester finals)

4th offense: Confiscation of device, administrator shall contact parent, device shall be held in school office until the end of the day, and three days of ISS (student will no longer be exempt from semester finals)

DATE ISSUED: \_\_\_\_\_

FNCE(LOCAL)

STUDENT CONDUCT:  
PERSONAL TELECOMMUNICATIONS/ELECTRONIC DEVICES  
(LOCAL)

FNCE

5th offense: Confiscation of device, administrator shall contact parent, device shall be held in school office until the end of the day, and five days of DAEP placement

6th offense: Confiscation of device, administrator shall contact parent, device shall be held in school office until the end of the day, and thirty days of DAEP placement

~~If a personal telecommunications device is not retrieved, the District shall dispose of the device after providing notice required by law.~~

Consequences of Unauthorized Use of Telecommunications Devices on Intermediate and Middle School Campuses

1st offense: Confiscation of device, administrator shall contact parent, and device shall be held in school office until the end of the day

2nd offense: Confiscation of device, administrator shall contact parent, device shall be held in school office until the end of the day, and detention

3rd offense: Confiscation of device, administrator shall contact parent, device shall be held in school office until the end of the day, and one day of ISS (student will no longer be exempt from semester finals)

4th offense: Confiscation of device, administrator shall contact parent, device shall be held in school office until the end of the day, two days of ISS (student will no longer be exempt from semester, and student shall be required to turn in phone to front office for the remainder of the school year)

Additional Offenses: Confiscation of device, administrator shall contact parent, device shall be held in school office until the end of the day; Administrator discretion following Student Code of Conduct for Persistent Misbehavior

Consequences of Unauthorized Use of Telecommunications Devices on Elementary School Campuses

1st offense: Confiscation of device, administrator shall contact parent, and device shall be held in school office until the end of the day

2nd offense: Confiscation of device, administrator shall contact parent, device shall be held in school office until the end of the day, and detention

3rd offense: Confiscation of device, administrator shall contact parent, device shall be held in school office until the end of the day, and one day of ISS

DATE ISSUED: \_\_\_\_\_

FNCE(LOCAL)

STUDENT CONDUCT:  
PERSONAL TELECOMMUNICATIONS/ELECTRONIC DEVICES  
(LOCAL)

4th offense: Confiscation of device, administrator shall contact parent, device shall be held in school office until the end of the day, two days of ISS and student shall be required to turn in phone to front office for the remainder of the school year

**Retrieval of Devices**

If a personal telecommunications device is not retrieved from the school office, the District shall dispose of the device after providing notice required by law.

The District is not responsible for damaged, lost, or stolen telecommunications devices.

**Other Electronic Devices**

A student must have approval to possess other personal telecommunications devices on campus such as laptops, tablets, or other portable computers. Without such permission, teachers will collect the items and turn them in to the principal's office. The principal will determine whether to return items to students at the end of the day or to contact parents to pick up the items. Guidelines regarding other personal electronic devices shall be addressed in the student handbook.

**Instructional Use**

A student shall obtain prior approval before using personal telecommunications or other personal electronic devices for on-campus instructional purposes. The student shall also acknowledge receipt and understanding of applicable regulations and shall sign the appropriate user agreements. [See CQ]

DATE ISSUED: \_\_\_\_\_

FNCE(LOCAL)