

PALISADES SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

237-AR ACCEPTABLE PERSONAL DEVICE USE

Technology has become an essential part of education at Palisades School District. Students today have access to a wide variety of mobile computing devices outside of school that they can use for research and assignments. With many students owning mobile computing devices and frequently using these devices for their school work, the district has recognized the need to allow students to utilize their own technology in a more seamless way at school.

A filtered Internet connection on a “guest” wireless network will be provided for student use. Students may wish to use portable devices such as laptops, tablets, netbooks, or phones for word processing, presentation development/delivery, as well as recording of audio and video. Students may also be able to take advantage of portable devices to participate in polls which may require texting in which case, text charges may apply. Students and parents need to be aware of several rules and requirements before a device is brought to school or on the school bus:

1. The student is solely responsible for any equipment that he/she brings to school and on the school bus. The Palisades School District or contracted transportation company is not liable for lost, stolen, or damaged equipment. Students are encouraged to secure any devices in their lockers.
2. During the school day student devices are to be used only in approved classrooms (at principal and/or teacher discretion) and with a specific educational purpose. The device should remain off and out of sight in all other instances while the student is attending class. Student devices may not be used to cheat on assignments or tests or for non-instructional purposes (such as making personal phone calls and texting/instant messaging) while class is in session. Inappropriate use of the device may result in confiscation of the device and/or disciplinary action.
3. Students are permitted to use personal devices for non-educational purposes on the school bus or when not in an instructional setting. Inappropriate use of the device on the school bus, such as jeopardizing the safety of others or causing a distraction, may result in confiscation of the device.
4. Students may not use the camera, audio, or video recording features of any device without the prior consent of the classroom teacher. These recording features are expressly not permitted on a school bus. Students are not permitted to record video or take photos of another student without prior consent, as this could constitute a violation of the “Media Non-Consent” form that the student’s guardian may have signed.
5. Students are not permitted to use their own cellular network while attending school to access the Internet. Palisades School District will not be liable for any content viewed on a student’s private network. Any student involved in such an act will be subject to disciplinary action and banned from bringing personal devices to school.
6. Students should not share their personal devices with anyone.
7. Devices should come to school charged. Accommodations will not be made for charging devices during school hours.

8. The Palisades technology staff will not service any non-district owned technology, which includes troubleshooting software or hardware issues. Students are responsible for securing their devices and making sure that they have up-to-date anti-virus software installed, if applicable. Any device found to contain viruses or malicious software will be quarantined from the Palisades network and not permitted to connect until the device is deemed to be in a healthy state.
9. The district reserves the right to monitor personal device network and Internet activity while the device is connected to a Palisades School District owned and operated network.
10. Administrators reserve the right to confiscate any technology "privately owned or school owned" when it is not being used in an educational manner or which threatens a safe educational environment. Students involved in such acts will be disciplined according to policy. Legal authorities will be contacted if any local, state, federal or FCC policies are broken.
11. If a student is listening to music or other applications that have an audio component, they must use headphones or earbuds unless they've been requested to share the audio with others by the classroom teacher. The use of headphones, or earbuds is permitted after boarding a school bus, but for student safety, headphones or earbuds are not to be used while boarding or exiting the school bus.

In the event of inappropriate personal device use the following may occur:

1. A verbal warning may be issued, and the student may be asked to discontinue use of the device.
2. If continued violation is observed, the item may be confiscated and the incident reported to the building principal.

References:

Board Policy – 237