

## STUDENTS AND PERSONAL ELECTRONIC DEVICES

The Board of Education recognizes that existing and new technologies are continuously emerging and evolving. These technologies can provide many opportunities for students to engage as 21st century thinkers and learners using personally owned electronic devices. Personally owned electronic devices can include, but are not limited to, cellular phones, tablets, e-readers, calculators, voice recorders, digital cameras, computers, netbooks, PDAs, music listening devices, or other personally-owned devices capable of connecting to a network (hereinafter “Electronic Devices”) that have educational applications. This policy states the procedures for school-based use of personal Electronic Devices by students. Such use must adhere to all federal, state and local laws, including but not limited to the Children’s Online Privacy Protection Act (<http://www.coppa.org/coppa.htm>), the Family Educational Rights and Privacy Act (<http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>), laws governing intellectual property, and all guidelines of Yonkers Public Schools’ Acceptable Use Policy.

Access to the District’s network is a privilege, not a right. The District reserves the right to access, view or monitor any information or communication stored on or transmitted over the District’s network, or on or over equipment that has been used to access the District’s network. This policy applies to any hardware, related software, and supplemental support equipment used by the student. Use of personal Electronic Devices shall be allowed in the District if the criteria listed below are met.

- Students must register any and all Electronic Devices with the District, in accordance with District procedures.
- Students may only register an Electronic Device after receiving authorization or approval from an administrator or a teacher for use in the classroom generally or for a particular exercise.
- Only one Electronic Device per student will be authorized.
- Students may only use an Electronic Device to access the Internet or an authorized application through the District Network, under the terms of policy 4526, the Computer Use in Instruction policy and in accordance with all District policies, procedures and the Code of Conduct.

The Board acknowledges that the use of personal Electronic Devices can be a positive means to facilitate instruction and learning; however, the display and/or use of such devices can cause disruption to the educational process. Therefore, to prevent such disruption, the display and/or use by students of personal Electronic Devices shall be prohibited from the time students arrive at school until the end of the regular school day, unless specifically permitted as herein defined, by a teacher or administrator. Specifically, all personal Electronic Devices must be turned off and stored out of sight from the time students arrive at school until the end of the regular school day, unless use has been authorized by a teacher or administrator. In emergency situations, an exception to the prohibition of the use of personal Electronic Devices may be granted by teachers or administrators. Students are not required to have or bring personal Electronic Devices to school. All students not bringing a personal Electronic Device to school will be supplied school equipment, as needed for educational purposes.

Use of any Electronic Device without authorization and/or approval by a teacher or administrator will result in its confiscation until a meeting with a building administrator has been scheduled, as outline in the District Code of Conduct. Some uses of personal Electronic Devices may constitute a violation of the District Code of Conduct and in some instances, the law. The District will cooperate with law enforcement officials as appropriate.

### **Cellular Telephones and Testing**

In order to ensure the integrity of testing, in accordance with state guidelines, students are not allowed to use any Electronic Device during testing or state assessments. Test proctors, monitors and school officials shall have the right to collect cell phones and other prohibited Electronic Devices prior to the start of the test and to hold them for the duration of the test taking time. Admission to the test will be prohibited to any student who has a cell phone or other Electronic Device in their possession and does not relinquish it.

Students with individualized education plans (IEPs), 504 Plans, or documentation from a medical practitioner that specifically requires the use of an Electronic Device may do so as specified.

### **Personal Safety and Security**

Students are responsible for their individual accounts and should take all reasonable precautions to prevent others from accessing their accounts. Students will take all reasonable precautions to avoid the spread of viruses. Students will not attempt to gain unauthorized access to another person's account.

Students will not post personally identifiable information about themselves or others. Personally identifiable information includes, but is not limited to, name, photo, address, telephone number, age, Social Security number, personal passwords, and student ID number.

Students must promptly disclose to a teacher or staff member any inappropriate message, language, illegal activity, or outside user attempt to contact or meet them while using their device on school grounds, and to a parent or guardian at all other times.

Students will notify a teacher or staff member if they identify a possible security problem with the network or the District's peripheral computers.

### **School-Based Use by Students**

When using a personal Electronic Device on school grounds, school transportation, or during a school-sponsored event or trip, students must conduct themselves according to the highest standards of expected behavior, personal integrity, and academic honesty as outlined in the District's Code of Conduct. Consequences and disciplinary action for violation of any of the District's policies are aligned with those in place for Academic Misconduct.

Students will use appropriate technology and have access to web-based applications at teachers' discretion. All such use must be consistent with the District's educational and administrative goals. The District will not store any personally owned devices or support equipment brought to school. Personally owned Electronic Devices are the responsibility of the student user.

Students will use appropriate educational applications on their device during the school day. Performance of non-school related tasks and functions are prohibited. Unless otherwise directed by a teacher or administrator, students are not permitted to call, text message, email, play games or electronically communicate with others from their personal Electronic Device during the school day including with parents, guardians, friends, family and/or other students.

Students are permitted to access only the school's secured network through personal Electronic Devices, not private networks or connect to the Internet using 3G, 4G or other content service providers while on school grounds.

Students are not permitted to use any Electronic Device to record audio or video, take pictures, and/or transmit/post recordings of any student or staff member without their permission.

Use of personal devices in locker rooms, restrooms, and the Nurse's Office is strictly prohibited.

Students will not read, move, rename, edit, delete, or in any way alter files that have been created or organized by others.

Students will not plagiarize the work of others accessed on their personal Electronic Device including, but not limited to, writings, art work, photographs, graphic designs, and all other types of work which are not one's own.

The District is not responsible for loss, damage, misuse, or theft of any personally owned Electronic Device. The student is responsible for the proper care, including maintenance, repair, replacement, modifications, and software updates, as necessary.

Students are not permitted to physically connect any personal device to existing Ethernet ports, or in any way interfere or disrupt the District's network.

Cross-Ref: 4526, Computer Use in Instruction  
5300, Code of Conduct

Ref: Price v. New York City Board of Education, 16 Misc.3d 543 (2007).

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