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To: Members of the Board of Education
From: Doug Larson
Re: Policy Reading
Date: November 4, 2020

Policy and Legal Services will present one First Reading during the next Board of Education meeting. A description of the policy under consideration is provided below.

Article VIII.A.24. Electronic Devices and Acceptable Use of Technology

This policy provides acceptable uses and prohibitions for both personal electronic devices and District owned electronic devices. This policy fulfills all the requirements for Board Rule, Electronic Devices in Public Schools, R277-495. This policy attempts to promote the use of technology, and at the same time, provide boundaries for using technology in the school setting. Our policies contain pieces of this issue in various policies. We have consolidated the information and eliminated the old, outdated electronic devices policy. This policy has been reviewed, among others, by School Leadership and Improvement and the Educational Technology.

Article VIII.A.24. Electronic Devices and Acceptable Use of Technology

A. Statement of Purpose

The Board of Education promotes an environment conducive to teaching and learning. The board recognizes that, depending on how it is used, a personal electronic device may be either a valuable instructional tool or a source of disruption. This policy provides direction on appropriate use of electronic devices.

B. Statement of Policy

With respect to personal or privately-owned electronic devices and technology, schools shall create and maintain acceptable use policies that are consistent with District policy. Regarding the use of district-owned technology and school Internet access, all use is a privilege that may be granted as well as withdrawn. Students, employees, volunteers, and guests are expected to be aware of and abide by the technology terms and conditions.

C. Definitions

1. “Electronic device” means a device that is used for audio, video, or text communication or any other type of computer or computer-like instrument including, but not limited to:
 - a. a smart phone;
 - b. a smart or electronic watch;
 - c. a tablet, Chromebook, laptop; or
 - d. a virtual reality device.
2. “District-owned electronic device” means an electronic device that is purchased by the District to which access is given for students, employees, volunteers, or guests. Such electronic devices may include but not be limited to desktop or laptop computers, cellphones, tablets, servers, routers, or any other device used for audio, video, or text recording or communication.
3. “Guest” means an individual:
 - a. who is not a student, employee, or volunteer of a public school; and
 - b. who is on school property or at the site of a school-sponsored activity or event.
4. “Inappropriate content” means pornographic or indecent content defined in Utah Code §76-10-1235; threatening, harassing, or discriminatory content; or content that a reasonable person would consider harmful to students/minors considering ages and circumstances.
5. “Personal electronic device” or “privately-owned electronic device” means a device, including an electronic device, that is used for audio, video, text

communication, or other type of computer or computer-like instrument that is not owned or issued by the district to a student, employee, or volunteer.

D. Acceptable Uses and Prohibitions

All devices, personal or district-owned, that are on district property, at a district-sponsored event, or are connected to district networks or district systems must comply with the contents of this and other applicable board policies and district administrative procedures.

1. Electronic devices may be used during school or school events as follows:
 - a. Teachers may use electronic devices for instruction or to help improve instruction and in accordance with school policies under the direction of the principal.
 - b. Individual schools, the principal, or a teacher may limit the use of personal electronic devices during instructional time and other school activities in accordance with school policies.
 - c. Teachers shall provide information within course descriptions and disclosure statements regarding technology use in the classroom.
 - d. Students shall not be required to use or share personal electronic devices for instructional purposes. A parent or legal guardian may request in writing to the school administration that their student not use their personal electronic device for instruction.
 - e. When technology is used in the classroom during instruction (district-owned electronic devices or personal electronic devices), all students shall have access to suitable technology.
 - f. When using district-owned electronic devices or personal electronic devices, users shall use district approved applications.
 - g. Electronic devices may not be used during standardized assessments, unless specifically allowed by statute, regulation, student IEP, or assessment directions.
2. All uses of district owned or personal electronic devices are subject to federal and state laws related to privacy and access, including the Family Educational Rights and Privacy Act (FERPA), Children’s Internet Protection Act (CIPA), Utah Student Privacy and Data Protection Act, and the Government Records Access and Management Act (GRAMA).
3. Prohibited use of electronic devices on school property or at school events includes but is not limited to, the following:
 - a. Electronic devices shall not be used to take photographs or video of students, employees, volunteers, or guests without permission and for non-educational purposes and/or purposes that do not further the educational mission of the District and its schools. This prohibition does not include district owned surveillance equipment and does not include taking photographs or videos to capture and preserve a record of school-sponsored activities or events.

- b. Electronic devices shall not be used to communicate discriminatory messages or to bully, humiliate, harass, or intimidate students, employees, volunteers, and guests.
 - c. Communications via electronic devices shall not contain abusive language, any form of pornography or indecent content, profanity, crude or off-colored humor, or language regarding sex or sexuality outside of approved curriculum.
 - d. Electronic devices shall not be used for conduct constituting boundary violations, grooming of any kind, or other similar communications with, toward, or about any student.
 - e. Electronic devices shall not be used in intimate areas such as bathrooms and locker rooms. In the event an emergency call needs to be taken or made, a person shall leave the area to accept or make the call.
 - f. Capturing unauthorized photographs and audio or video recordings and/or transmitting images or recordings that constitute an invasion of reasonable expectations of privacy is strictly prohibited.
- 4. Prohibited uses of electronic devices shall incur administrative consequences, and illegal use of electronic devices on school premises or at school activities shall be reported to law enforcement.
- E. The school and Granite School District are not responsible for the loss of or damage to any personal electronic device.
- F. Each individual school shall develop a school electronic device policy for students, employees, volunteers, and guests, governing the use of electronic devices on school premises and at school sponsored activities.
 - 1. The school electronic device policy shall be developed with school community stakeholders and will include permissible and restricted uses of electronic devices that promote classroom learning and minimize disruptions.
 - 2. The school electronic device policy shall be communicated to parents, legal guardians, and students and will be posted on the school's website.
 - 3. School electronic device policy shall include specific disciplinary consequences that may be imposed for violations of the policy.
 - 4. School electronic device policies shall be reviewed annually by School Leadership and Improvement Services in consultation with Educational Technology.
- G. Use of District-Owned Technology
 - 1. In addition to the requirements of this policy, each year, students, employees, and volunteers who use district-owned electronic devices shall sign terms and

conditions for acceptable use as a precondition for using district-owned technology. The terms and conditions are attached to this policy.

2. Each school shall, within the first 45 days of the start of each school year, provide school-wide or in-classroom training to students that covers:
 - a. District and school Internet and electronic device policies;
 - b. digital citizenship;
 - c. District and school student digital conduct and policies;
 - d. benefits of connecting to the Internet and using the school's Internet filters while on school premises; and
 - e. related consequences of violating Internet and electronic device policies, including discipline.

References

Children's Internet Protection Act, 47 CFR Part 54

Family Educational Rights and Privacy Act, 34 CFR Part 99

Accessing Pornographic or Indecent Material on School Property, §76-10-1235

Discipline and Safety §53G-8-202 *et seq.*

Student Privacy and Data Protection §53E-9-101 *et seq.*

Government Records Access and Management Act § 63G-2-101 *et seq.*

Electronic Devices in Public Schools Utah Admin. Code R277-495

Article VIII.A.24. ~~Student Possession of Electronic Communication Devices~~

- A. ~~The Board of Education recognizes that electronic communication devices such as cell phones and beepers are commonly used by parents and their children to communicate with each other. These same devices also have the potential of disrupting the orderly operation of the school. The Board of Education directs each school to establish rules allowing the possession of communication devices and regulating their use in accordance with the following direction.~~
- B. ~~School rules may prohibit all use of communication devices during instructional time regardless of whether the use is to send or receive messages.~~
- C. ~~School rules may be established that indicate that communication devices that are used in violation of school rules will be confiscated and disciplinary action will be taken for such violation. Rules regarding confiscation may include the requirement for a parent meeting prior to the return of the device.~~
- D. ~~Parents and students shall receive written notice of school rules regarding communication devices.~~
- E. ~~The notice of rules shall include a statement that the school and district accept no responsibility for the loss of or damage to any communication device.~~