United Community Unit School District No. 304

1905 100th Street
Monmouth, IL 61462
Ph. (309) 734-9413
Fax (309) 734-9414
www.u304.org

Dear United #304 Families and Students,

Welcome back! As the doors open to a brand-new school year, we are filled with excitement and anticipation for everything the coming months will bring. To our returning families, welcome home; to those joining our community for the first time, we are thrilled to have you with us! A new school year represents a fresh start, endless possibilities, and new opportunities for our students to grow academically, socially, and personally. Together—as partners in education—we are committed to make this year successful for every single student.

As we prepare for a successful school year, we want to address recent state legislative developments regarding student cell phone and electronic device usage in schools. With the passage of **Illinois House Bill 2975** (and related state initiatives focused on eliminating digital distractions in the learning environment), there is increased focus across Illinois on creating focused, engagement-rich classroom settings.

We want to reassure our school community that United #304 already has a comprehensive personal electronic device policy in place to support these goals. We are writing to remind all students and families of these established expectations so we can work together to ensure a productive and safe learning environment.

Key Guidelines & Hours

- **Hours of Enforcement:** Students are **not allowed to carry** cell phones or other personal electronic devices during instructional hours on school days.
- **Storage:** Devices may be stored in backpacks for students in grades PK-8 or student vehicles or secured in lockers for students in grades 9-12.
- **Power & Visibility:** All personal electronic devices—including cell phones, smartwatches, smart glasses, headphones, earbuds, AirPods, and Bluetooth accessories—must be **powered off and completely out of sight** in all United #304 buildings from the starting bell to the dismissal bell.
- **Administrative Approval:** Devices may only be used during school hours if explicit permission is granted by a building administrator for a specific, intended educational purpose.

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Working Together for Student Success

Our primary goal is to foster an environment where students can fully engage in their education and build meaningful face-to-face connections. We greatly appreciate the cooperation of our parents and guardians in discussing these expectations with your students before the start of the school day.

If you have any questions regarding this policy or specific academic accommodations, please do not hesitate to contact the school office.

Sincerely,

Thomas Hawkins

Superintendent of Schools

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