

AGENDA ITEM

Meeting Date: 7/23/2025 - 6:00 PM
Category: BOARD MEMBER REPORTS
Type: Action
Subject: 10.5 Adoption of Policy # 5695 Student and Personal Electronic Devices

District Goals:

Enclosure: Policy # 5695 Student and Personal Electronic Devices

File Attachment:

 5695 - Students and Personal Electronic Devices.pdf

Rationale: Policy # 8113 5695 Student and Personal Electronic Devices

Funding:

Sponsored By:

Resolution Ladies and Gentlemen:

Whereas, the Board of Education wishes to adopt Policy # 5695 Student and Personal Electronic Devices.

Now, therefore, be it resolved that the Board of Education hereby adopts Policy # 5695 Student and Personal Electronic Devices; and

Be it further resolved that Policy# 5695 Student and Personal Electronic Devices shall be incorporated into the Policy Manual.

Approvals:

Recommended By:

Signed By:



Electronically Signed By

Board of Education - Office of the Board

Vote Results:

Original Motion

Member **Lawrence Sykes** Moved, Member **Amjed Kuri** seconded to approve the **Original** motion 'Ladies and Gentlemen: Whereas, the Board of Education wishes to adopt Policy # 5695 Student and Personal Electronic Devices. Now, therefore, be it resolved that the Board of Education hereby adopts Policy # 5695 Student and Personal Electronic Devices; and Be it further resolved that Policy# 5695 Student and Personal Electronic Devices shall be incorporated into the Policy Manual.'. Upon a Roll-Call Vote being taken, the vote was: Aye: **6** Nay: **0**.

The motion **Carried 6 - 0**

Dr. Rosalba Corrado Del Vecchio	Yes
Gail Burns	Yes
Sheila Greenwald	Yes
Amjed Kuri	Yes
Lawrence Sykes	Yes
Lorraine Lopez	Yes

STUDENTS AND PERSONAL ELECTRONIC DEVICES

The Board of Education recognizes that students' personal electronic devices can create significant distraction to the school environment, negatively impact student mental health, contribute to disciplinary infractions, and reduce student engagement. Additionally, in an emergency, the use of personal electronic devices can distract students from following the directions of staff or emergency responders, contribute to the spread of misinformation, create congestion in the emergency response system, and interfere with the District's emergency response protocols. In compliance with Education Law §2803, the District shall restrict the use of "internet-enabled devices" during the entire school day on school grounds.

Definitions

For purposes of this policy, the following definitions apply:

"Internet-enabled devices" shall mean and include any smartphone, tablet, smartwatch, or other device capable of connecting to the internet and enabling the user to access content on the internet, including social media applications; provided, however, that "internet-enabled devices" shall not include:

- non-internet-enabled devices such as cellular phones or other communication devices not capable of connecting to the internet or enabling the user to access content on the internet; or
- internet-enabled devices supplied by the District that are used for an educational purpose.

"School day" shall mean the entirety of every instructional day, during all instructional time and non-instructional time, including, but not limited to, lunch, recess, study halls, and passing time.

"School grounds" shall mean in or on or within any building, structure, athletic playing field, playground, or land contained within the boundary line of a District facility.

Communication with Parents/Persons in Parental Relation

The District's goal is to minimize distractions during the school day and ensure uninterrupted instruction. If a parent (which, for purposes of this policy, includes guardians and persons in parental relation) must contact their child during the school day, they must do so in accordance with the school building's specific protocol which may include, but is not limited to, at least one of the following contact options: calling the school or using the District-provided email address(es), communication app, and/or web portal. Students may contact their parents by using a school phone in a designated area in accordance with school building protocols. Each school building will notify parents in writing of the communication protocol at the beginning of each school year and upon enrollment.

Device Access and Storage

As required by Education Law §2803, this policy prohibits student use of internet-enabled devices during the school day on school grounds, unless under an exception as described below.

Generally, students are discouraged from bringing internet-enabled devices to school, especially at the elementary school level. Students are also discouraged from bringing non-internet-enabled devices to school, unless they have an educational purpose. Non-internet-enabled devices may include, but are not limited to, cellular phones not capable of connecting to the internet, fitness trackers, wired or wireless headphones and earbuds, e-readers, calculators, voice recorders, cameras, and music devices.

Any internet-enabled device that is brought to school must be turned off and stored in accordance with the school's storage plan. Additionally, the District is prohibiting the use of wireless headphones or earbuds capable of connecting to an internet-enabled device, and such must also be stored in accordance with the school's storage plan. Any other non-internet-enabled device brought to school must be turned off, silenced, and out of sight for the entire school day, unless permission is granted by the school.

A school's storage plan may include, but is not limited to, one or more of the following storage options:

- the classroom teacher's storage container;
- individual cubbies in classrooms;
- the school office or other area designated by the Building Principal;
- student lockers;
- all-day storage in centralized device holders and/or caddies; or
- individual pouches.

All school storage plans must be approved by the Superintendent or designee(s). At the beginning of each school year, following approval of the Superintendent or designee, the Building Principal will notify parents in writing of the specific storage protocols to be used in the building. Storage methods are subject to change in collaboration with District Administration. Parents will be notified in writing of any such changes.

At the discretion of the Superintendent or designee(s) and/or the Building Principal and with advance notice to students and parents, administrators and staff may restrict use of electronic devices during school events and activities held outside of the school day and/or off school grounds.

Generally, the District is not responsible for stolen, lost, or damaged personal electronic devices brought to school.

Exceptions for Specific Purposes

The use of internet-enabled devices must be permitted where included in a student's Individualized Education Program, Section 504 plan, or where required by law. The District also permits the use of internet-enabled devices in the event of an emergency, in compliance with the District's emergency management protocols.

On a case-by-case basis, the District may allow a student to have access to an internet-enabled device during the school day if the student meets the criteria for one of the below exceptions. In order to qualify for an exception, a request must be submitted to the Building Principal in writing and include the required supporting documentation. Prior to granting access, Building Principals are encouraged to find other means to address the students' needs without providing access to an internet-enabled device. The following exceptions may be granted by the District:

- Where necessary to manage a student's healthcare (e.g., diabetes, asthma, medication, etc.)
 - the request must include documentation from an appropriate healthcare professional.
- For translation services
 - the request must include a review and determination by the classroom teacher or English as a New Language (ENL) service provider.
- For students who are routinely responsible for the care and wellbeing of a family member
 - the request must include a review and determination by a school psychologist, social worker, or school counselor.

Under any of these exceptions, devices may only be used for the purposes outlined in the exception, and the device must be silenced and put away when not in use, to the extent compatible with the reason for the exception.

Enforcement and Consequences

Enforcement of this policy is chiefly the responsibility of building administrative staff; however, all designated employees are expected to assist in enforcement. Students will be reminded of this policy regularly and consistently, especially at the start of the school year and after returning from breaks. For students out of compliance with this policy the following consequence will apply:

- First time offense: the student will be directed to store their electronic device in accordance with the school's approved storage plan.
- Second offense: the building administrator or designee will confiscate the student's device, it will be held in the school office until the end of the school day, the student's parent will be notified, and the student may retrieve the device at the end of the school day.
- For any subsequent offence: the building administrator or designee will confiscate the student's device, it will be held in the school office until the end of the school day, the student's parent will be notified, and the parent must retrieve the device.

The District will exercise reasonable care to maintain the security of devices that are held, but cannot guarantee the devices will be secure. For students with exceptions under this policy who are found to be using the device for purposes other than outlined in their exception, the school will examine alternative ways to achieve the purpose of the approved exception, including, but not limited to, different storage or access provisions.

Administrators will also discuss the aims of this policy with students and their parents, the benefits of a distraction-free environment, the reasons the student had difficulty following this policy, and how the District can help the student contribute to a distraction-free environment.

The District may not impose suspension from school if the sole grounds for the suspension is that the student accessed an internet-enabled device as prohibited by this policy. However, the District may utilize consequences under the District's Code of Character, Conduct, and Support, including, but not limited to, detention, in-school suspension, and exclusion from extracurricular activities. The District may also utilize assignments on the detrimental impact of social media on mental health, smartphones in school, or other relevant topics.

Some uses of personal electronic devices may constitute a violation of the school District's Code of Character, Conduct, and Support or other District policies, and, in some instances, the law. The District may discipline students in alignment with the Code of Character, Conduct, and Support and will cooperate with law enforcement officials, as appropriate.

Reporting

Beginning September 1, 2026 and annually thereafter, the District will publish an annual report on its website detailing the enforcement of this policy over the past year, including non-identifiable demographic information of students who have faced disciplinary action for non-compliance with this policy, and an analysis of any demographic disparities in enforcement of this policy. If a statistically significant disparate enforcement impact is identified, the report will include a plan to mitigate such disparate enforcement.

Electronic Devices and Testing

To ensure the integrity of testing, in accordance with state guidelines, students may not bring cell phones or other electronic devices into classrooms or other exam locations during all testing including state assessments.

Test proctors, monitors and school officials 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, Section 504 Plans, or documentation from medical practitioners specifically requiring use of electronic devices may do so as specified.

Policy Distribution

In order to ensure both students and parents are aware of this policy, the District will widely publicize the policy and will post this policy in a clearly visible and accessible location on its website.

Cross-ref: 4526, Computer Use in Instruction
4526.1, Internet Safety
5300, Code of Conduct

Ref: Education Law §2803
Price v. New York City Board of Education, 51 A.D.3d 277, lv. to appeal denied, 11
N.Y.3d 702 (2008) (District may ban possession of cell phones on school property)
NYSED, *Prohibition of Cell Phones and Electronic Devices in New York State
Assessments*, www.nysed.gov/educator-integrity/prohibition-cell-phones-and-electronic-devices-new-york-state-assessments

Adoption date: July 20, 2011
Revised: November 17, 2021
Revised: July 23, 2025