

GLASSBORO SCHOOL DISTRICT

24-25 SY

Monthly Board Items Policies/Regulations

Date Submitted:

12/20/2024

Submitted by:

Michael Sloan Business Administrator

Position/Item:

Policies/Regulations

INFORMATIONAL:

Board Policies/Regulations

The following Board Policies and Regulations are being presented to the Board of Education as a **First reading:**

P2363 – Pupil Use of Privately-Owned Technology

The following Board Policies and Regulations are being presented to the Board of Education as a **Second Reading and Adoption:**

P2363 – Pupil Use of Privately-Owned Technology

Existing Policy on Student Use of Privately-Owned Electronic Devices

2363 - PUPIL USE OF PRIVATELY-OWNED TECHNOLOGY

Section: Program Date Created: February 2013 Date Edited: February 2013

The Board of Education recognizes technology is always changing and as a result of increased accessibility to technology many pupils possess technology devices for their use during non-school hours. These privately-owned devices may be beneficial to pupils during school hours for approved educational purposes. Therefore, the Board of Education will allow pupils to use their privately-owned technology devices under conditions outlined in this Policy.

-

For the purpose of this Policy, “technology” means hardware or software.

-

For the purpose of this Policy, “privately-owned” means technology hardware and software that is purchased, owned, and maintained by the pupil at no expense to the school or school district.

-

For the purpose of this Policy, “hardware” means any device that can store, access, retrieve, and/or communicate data or information. “Hardware” may include, but is not limited to, any type of computer device; wireless telephone; electronic reader; personal digital assistant (PDAs); video broadcasting and/or recording device; or camera.

-

For the purpose of this Policy, “software” means any computer program(s) or related data that provide instruction for telling a computer or other hardware device what to do and how to do it.

-

The use of privately-owned technology by a pupil in the educational program during the school day must be approved by the pupil’s parent or legal guardian and the school teaching staff member responsible for supervising and/or providing the pupil’s instructional program. A teaching staff member may approve a pupil’s use of privately-owned technology based on the assignment(s) to the pupil. The teaching staff member may also prohibit the use of privately-owned technology for an assignment(s).

-

-

Teaching staff members must get prior approval from their immediate supervisor or Principal before allowing pupils to use privately-owned technology during instructional time. The technology department must also be advised that students will be using privately owned technology.

-

Pupils who use privately-owned technology in school will not be given access to the school district's computer server(s) or network(s). In the event the teaching staff member approves the use of privately-owned technology to access the Internet, the access must be through the privately-owned technology without the use of any school district hardware or software. A teaching staff member who approves a pupil to use their privately-owned technology to access the Internet during instructional time will provide the pupil with a list of approved Internet sites the pupil is permitted to access. A pupil granted such permission must comply with school district policies and regulations regarding acceptable use of computers and technology. Any use of privately-owned technology by a pupil shall be in strict accordance with the teaching staff member's specific approval(s) and Board policies and regulations. Any violation will subject the pupil to appropriate discipline and/or grading consequences.

-

The teaching staff member, in considering the use of privately-owned technology, will ensure such approval does not provide any advantage or benefit to the pupil who owns such technology over the pupil who does not own such technology. The teaching staff member will not approve the use of privately-owned technology if the teaching staff member determines the use would be advantageous or beneficial to the pupil who owns such technology over the pupil who does not own such technology.

-

The school district assumes no responsibility for any privately-owned technology brought to school by a pupil. The pupil shall be responsible for the proper operation and use of any privately-owned technology brought to school. School staff members shall not be responsible for the effective use and/or technical support for any privately-owned technology.

-

The school district shall assume no responsibility for the security of or damage to any privately-owned technology brought to school by a pupil. Pupils are encouraged to purchase private insurance for loss, damage, or theft of any privately-owned technology the pupil brings to school.

Adopted: 20 February 2013

Revised School Policy on Student Use of Privately-Owned Electronic Devices

2363 - PUPIL USE OF PRIVATELY-OWNED TECHNOLOGY

The Board of Education acknowledges the evolving role of technology in education. While recognizing that students may possess personal devices for non-school use, we are committed to maintaining a focused and distraction-free learning environment. To support this goal, the use of cell phones, smartwatches, and other privately-owned electronic devices will be prohibited during the instructional day, with specific exceptions for those with documented medical needs requiring access to personal electronic devices. For any instructional activities requiring the use of technology, school-issued devices will be used.

Policy Definitions:

- **Technology:** For this policy, "technology" refers to hardware or software.
- **Privately-Owned:** "Privately-owned" means technology hardware and software purchased, owned, and maintained by the student at no cost to the school district.
- **Hardware:** Any device capable of storing, accessing, retrieving, or communicating data or information. This includes, but is not limited to, computer devices, cell phones, smartwatches, e-readers, PDAs, video broadcasting or recording devices, and cameras.
- **Software:** Any computer programs or data that instruct hardware on operation and function.

Policy Guidelines:

1. **Instructional Day Prohibition:** Students are prohibited from using cell phones, smartwatches, and other privately-owned electronic devices during the instructional day. This restriction covers all class periods, passing times, lunch breaks, and school-organized activities conducted on campus within regular school hours. For students accessing off campus educational experiences during the instructional day, students will be expected to adhere to the personal electronic device policy of the site hosting the off-campus program.
2. **Exceptions**
 - **Documented Medical Needs:** Students with a documented medical need requiring the use of a personal electronic device may use their personal device as outlined in an approved 504 plan.
 - **Students Participating in Off Campus Educational Experiences:** Students enrolled in district-approved off-campus courses/experiences may need to access emails or notifications as part of the course/program requirements. Specific exceptions for these students are detailed in the individual school's cell phone and personal electronic device procedures.
3. **Responsibility and Liability:**

- The school district is not responsible for any privately-owned technology brought to school by students, including its security, damage, or technical functionality. Students bear sole responsibility for operating and maintaining their own devices.
 - The school assumes no liability for the theft, damage, or loss of any privately-owned technology and encourages students to secure private insurance for these devices.
 - Students are responsible for their school-issued pouches provided to secure personal electronic devices. Damaged or lost pouches will incur a replacement fee.
4. **Consequences of Policy Violations:** Any unauthorized use of privately-owned electronic devices during the instructional day will result in disciplinary action, which may include confiscation of the device, a warning, detention, or other measures consistent with the school's discipline policies. **Administrators will use discretion in determining whether the device will be returned to the student or to a parent/guardian only.**

This policy is designed to create a safe, distraction-free learning environment. Students are expected to comply fully with these guidelines to support a focused and effective learning experience for all.