

WEST BABYLON UNION FREE SCHOOL DISTRICT
WEST BABYLON, NEW YORK

REGULAR MEETING

BOARD OF EDUCATION
BOARD ROOM - ADMINISTRATION BUILDING

TUESDAY – MARCH 11, 2014

AGENDA

The order of business at all regular meetings shall be as follows:

1. Call to order by presiding officer
2. Pledge of Allegiance to the Flag

[7:00 P.M. - Meeting Convenes Followed by Student
Presentation(s) and/or Executive Session]

[8:00 P.M. - Public Session Resumes Beginning with Item #3]

3. Approval of minutes of previous meeting(s):

Special Meeting:	February 25, 2014
Regular Meeting:	February 25, 2014
Special Meeting:	March 3, 2014
4. Statement of the Board and/or Superintendent
5. Statement of West Babylon Teachers' Association Representatives
6. Statement of School Administrators' Association Representatives
7. Statement of C.S.E.A. Representatives
8. Statement of Student Association Representatives
9. Statement of PTA Council Representatives
10. Statement of Residents re: agenda items [15 minutes-limited to 3 minutes per speaker]*
11. Report of the Superintendent and/or Educational Presentation
12. Business Agenda [****Consent Agenda Items**]

A. BOARD OF EDUCATION

- ** (R) Adoption of Proposed 2014-2015 School District Calendar (Res. #BE-1)
- ** (R) Approval of Half Hollow Hills Central School District to provide Health and Special Education Services to Parentally-Placed West Babylon School District Resident Students, with Disabilities, during the 2013-2014 School Year (Res. #BE-2)
- ** (R) Western Suffolk BOCES Board Member Nominations (Res. #BE-3)
- ** (R) Appointment of Superintendent of Schools (effective January 10, 2015) and Authorization for the Board President to sign Employment Agreement Relating to Same (Res. #BE-4)

B. PERSONNEL

- ** (R) 13-P-16 Professional Personnel
- ** (R) 13-C-16 Civil Service Personnel (Res. #PE-1)

- C. **FINANCE**
 - ** (R) Acceptance of Donations (Res. #FI-1 through Res. #FI-2)
 - ** (R) Award of Bid (Res. #FI-3)
- D. **FACILITIES**
 - ** (R) Acceptance of Donation (Res. #FA-1)
- 13. Policy Review:
 - A. Board Review-School District Records (Second Time Discussion) (File:1120)
 - B. Board Review-Computer Use in Instruction (Second Time Discussion) (File:4526)
 - C. Board Review-Students and Personal Electronic Devices (Second Time Discussion) (File:5695)
- 14. Board of Education Committee Reports
- 15. Old Business
- 16. New Business:
 - Presentation of 2014-2015 Budget Draft No. 2**
 - Mr. Anthony Cacciola, Superintendent**
 - Mrs. Jennifer Buscemi, Executive Director for Finance & Operations**
- 17. Follow-Up to Residents' Statements
- 18. Statements of Residents re: other district items [15 minutes-limited to 3 minutes per speaker]*
- 19. Adjournment [This should take place by 11:00 P.M.]

Please Note:

- ◆ **2014-2015 BOCES Budget Vote and BOCES Board Trustees Election:**
April 24, 2014 -- 8:00 P.M. -- Administration Building
- ◆ **2014-2015 West Babylon School District Budget:**
 - Budget Hearing -- May 13, 2014 -- 7:30 P.M. -- Administration Building**
 - District Budget Vote and Trustees Election -- May 20, 2014 -- 7:00 A.M. to 9:00 P.M.**
(Administration Building and Santapogue School)

*Per Board Policy 1230: The Board of Education encourages participation of residents at open Board meetings. The President of the Board shall ask for brief statements from residents and set a time limit (three minutes per resident) on such statements. To allow for public participation, a period not to exceed 15 minutes shall be set aside during the first and last part of each Board meeting. The President shall be responsible for the orderly conduct of the meeting and shall rule on such matters as the time to be allowed for public discussion and the appropriateness of the subject being presented. The President shall have the right to discontinue any presentation which violates this policy. Residents wishing to speak should identify themselves, their address, any organization they may be representing at the meeting, and the topic they wish to discuss. Statements during the first part of the meeting will relate to agenda items. Statements during the second part of the meeting will relate to other district matters.

Follow-Up to Residents' Unanswered Questions

Date	Residents' Questions	Responses
February 25, 2014	-----	-----
February 11, 2014	-----	-----
January 28, 2014	Cost of Metal Detectors	Mr. Cacciola said he would request a quote from Intralogic for further consideration.
January 14, 2014	-----	-----
December 10, 2013	-----	-----
November 26, 2013	-----	-----
November 12, 2013	-----	-----
October 22, 2013	-----	-----
October 8, 2013	-----	-----
September 24, 2013	-----	-----
September 12, 2013	-----	-----
August 27, 2013	-----	-----
August 13, 2013	-----	-----
July 23, 2013	-----	-----
July 9, 2013	-----	-----

WEST BABYLON UNION FREE SCHOOL DISTRICT
WEST BABYLON, NEW YORK
REGULAR MEETING
BOARD OF EDUCATION
BOARD ROOM - ADMINISTRATION BUILDING
TUESDAY – MARCH 11, 2014
RESOLUTIONS

BOARD OF EDUCATION

****#BE-1**

RESOLVED: that the West Babylon Board of Education adopts the proposed 2014-2015 School District Calendar, as attached.

****#BE-2**

RESOLVED: that the West Babylon Board of Education approves the following school district to provide health and special education services to parentally-placed West Babylon School District resident students, with disabilities, during the 2013-2014 school year:

Half Hollow Hills Central School District

****#BE-3**

RESOLVED: that the West Babylon Board of Education hereby nominates Mrs. Jeannette Santos and Mr. Peter Wunsch as candidates for re-election to the Board of Western Suffolk BOCES.

****#BE-4**

RESOLVED: that Dr. Yiendhy Farrelly is hereby appointed Superintendent of Schools for the West Babylon Union Free School District effective January 10, 2015.

BE IT FURTHER RESOLVED: that the President of the West Babylon Board of Education is authorized to sign an employment agreement with the Superintendent of Schools to cover the period January 10, 2015 through June 30, 2018.

PERSONNEL

****#PE-1**

RESOLVED: that the following schedules, as attached, are approved:

<u>13-P-16</u>	Professional Personnel
<u>13-C-16</u>	Civil Service Personnel

FINANCE

****#FI-1**

RESOLVED: that the West Babylon Board of Education gratefully accepts a donation, in the amount of \$50.62, from Ohiopyle Print. The donation will be deposited into the Senior High School's Trust and Agency account.

****#FI-2**

RESOLVED: that the West Babylon Board of Education gratefully accepts the following donation for the Spring District Fun Run and Wellness Fair:

\$250 from the WBTA

****#FI-3**

RESOLVED: that Bid OB-166-13, for obsolete equipment and books, as attached, be awarded to Mr. Steve Zanazzi of Traderewards, as recommended by Mrs. Jennifer Buscemi, Executive Director of Finance & Operations for the 1995 Chevy at \$500. The bid for the 1994 Ford was below the minimum bid amount of \$700, therefore, Mr. Zanazzi will not be awarded the 1994 Ford.

FACILITIES

***#FA-1

RESOLVED: that the West Babylon Board of Education gratefully accepts the following donation from Laverne Perez, an affiliate of the West Babylon Main Street Organization:

Brand Name	Description	Color	Quantity
Behr	Gallon Can (opened)	Gold Blush, Mate	1
Behr	Gallon Can (opened)	Chocolate Cocoa, Mate	1
Benjamin Moore	Gallon Can (opened)	Permission, Eggshell	1
Benjamin Moore	Gallon Can (opened)	Rosemary Sprig, Eggshell	1
Benjamin Moore	Gallon Can (opened)	Bar Harbor Beige, Eggshell	1
Vasper	Gallon Can (opened)	White, Flat Ceiling	1
American Tradition	Gallon Can (opened)	Tidel Wave, Flat	1
Benjamin Moore	Quart Can (opened)	Harvest Moon, Eggshell	1
Benjamin Moore	Quart Can (opened)	HC 126, Semi Gloss	1
Benjamin Moore	Quart Can (opened)	Alpala, Flat	1
Benjamin Moore	Quart Can (opened)	Pink 1317, Flat	1
Benjamin Moore	Quart Can (opened)	Yellow, Eggshell	1
Valspar	Quart Can (opened)	Sag Harbor, Eggshell	1
American Tradition	Quart Can (opened)	Chalk Board	1
Valspar	7.2 oz. Can (opened)	Autumn Moon, Satin	1
Valspar	7.2 oz. Can (opened)	Café Blue, Satin	1
Valspar	7.2 oz. Can (opened)	Secluded Garden, Satin	1
	Spray Can	Pink, Satin	1
	Spray Can	Blossom White	2
	Rust-oleum	Black 1976, Flat	2

WEST BABYLON UNION FREE SCHOOL DISTRICT
REGULAR MEETING - BOARD OF EDUCATION - TUESDAY - MARCH 11, 2014

BOARD OF EDUCATION

(R) Proposed 2014-2015 School District Calendar (Res. **#BE-1)

Adopted:

WEST BABYLON SCHOOLS - 2014-2015 CALENDAR

July 2014				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

August 2014				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

September 2014				
M	T	W	T	F
1	{2}	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

October 2014				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

- 4 Independence Day
- 8 BOE Re-Org Mtg.

- 1 Labor Day
- 2 Supr's Conf. Day
- 3 First Day of School
- 25-26 Rosh Hashanah

- 13 Columbus Day

November 2014				
M	T	W	T	F
3	{4}	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

December 2014				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

January 2015				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	{16}
19	20	21	22	23
26	27	28	29	30

February 2015				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

- 4 K-12 Full Day Conf. Day **17**
- 11 Veterans Day
- 14 6-8 Parent/Tchr. Conf. Day (15+2)
- 26 Emergency Drill
- 27-28 Thanksgiving Recess

- 5 K-5 Parent/Tchr. Conf. Day (14+1) **15**
- 22-31 Winter Recess

- 1-2 New Year's Day/Winter Recess **19**
- 16 WBTA Conference Day
- 19 Martin Luther King Day

- 16-20 Mid-Winter Recess **15**

March 2015				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	{20}
23	24	25	26	27
30	31			

April 2015				
M	T	W	T	F
			1	2
6	7	8	9	10*
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

May 2015				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22*
25	26*	27	28	29

June 2015				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

- 20 K-12 Full Day Conf. **22**
- 21+1
- 3-10 Easter/Passover Recess **16**
- 22-26 Memorial Day Recess **18**
- 24 K-5 Half Day Conf. Day **19**
- 25 Regents Rating Day
- 25 9-12 Conf. Day
- 25 Last Day of School **178+4** **182**

School Closed BOE Meeting - 8:00 PM Conference Day

- * If NO snow days are used, schools will be CLOSED April 10, May 22, and May 26.
- * If ONE snow day is used, schools will be OPEN May 26 and CLOSED April 10 and May 22.
- * If TWO snow days are used, schools will be OPEN May 22 and May 26 and CLOSED April 10.
- * If THREE snow days are used, schools will be OPEN April 10, May 22 and May 26.

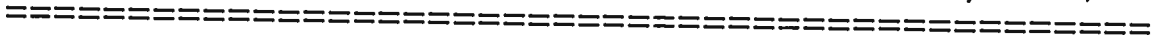
The West Babylon School District reserves the right to revise this calendar if emergency school closing during the school year requires additional teaching days.

WEST BABYLON UNION FREE SCHOOL DISTRICT

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PERSONNEL

(R) Schedules: 13-P-16 Professional Personnel
 13-C-16 Civil Service Personnel



PROFESSIONAL PERSONNEL SCHEDULE

- I. Professional Personnel Schedule 13-P-16**
 - A. Family Medical Leaves
 - B. Retirements/Resignation
 - C. 2013-2014 Clubs & Advisors
 - D. Spring, 2014 Student Teachers/Observers

CIVIL SERVICE PERSONNEL SCHEDULE

- II. Civil Service Personnel Schedule 13-C-16**
 - A. Family Medical Leaves
 - B. Resignation to Retire
 - C. Probationary Appointments

SCHEDULE 13-P-16 Professional Personnel Schedule

Date of Meeting: March 11, 2014

Page 1 of 3 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Selvaggi, Sally	Mathematics Tchr.	HS		1/30/14 -	Family Medical Leave
Hymowitz, Marissa	Special Ed. Tchr.	FA		2/6/14 -	Family Medical Leave-
Alberts, Susan	Reading Tchr.	TA		6/30/14	Resignation to Retire
Balducci, Laura	Foreign Language Tchr.	JH/HS		6/30/14	Resignation to Retire
Corda, Bernard	School Psychologist	HS		6/30/14	Resignation to Retire
Durkin, Kelly	Teaching Asst.	TA		2/27/14	Resignation from LOA [to remain in prob. elem. post]

SCHEDULE 13-P-16 Professional Personnel Schedule

Date of Meeting: March 11, 2014

Page 2 of 3 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
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Clubs & Advisors:

		HS		2013-2014	
Cafiero, MaryAnn	Staging Director		\$3,086.		[stipend correction]
Scott, Matthew	Pit Conductor/Rehearsal Accomp.		\$1,961.		[repl. B. Kelly]

Student Teachers/Observers:

				Spring, 2014	
Colloca, Jacqueline	English	HS			
Federico, Sabrina	Elementary	SB/FA			
McGann, Stacie	Elementary	SB			

SCHEDULE 13-C-16 Civil Service Personnel Schedule

Date of Meeting: March 11, 2014

Page 3 of 3 pages.

NAME	POSITION	SCHOOL/ AREA	SALARY	STEP/ APPT.	BEG/END COMMENTS
Jones, Alex	Custodial Wrkr. I	TA		1/16/14 -	Family Medical Leave
Fink, John	School Bus Driver	Trans.		1/24/14 -	Family Medical Leave
Simpson, Bruce	Custodial Wrkr. II	JH		6/30/14	Resignation to Retire
Orkwis, Barbara	Paraprofessional (special ed. aide)	SB	Step 1/ \$13.37/hr.	3/12/14	Probationary Appt.
Colligan, Christine	Paraprofessional (school monitor)	TA	Step 1/ \$13.37/hr.	3/12/14	Probationary Appt.
Caputo-Mallahan, Lisa	Paraprofessional (special ed. aide)	TA	Step 1/ \$13.37/hr.	3/12/14	Probationary Appt.

WEST BABYLON UNION FREE SCHOOL DISTRICT

REGULAR MEETING - BOARD OF EDUCATION - TUESDAY- MARCH 11, 2014

FINANCE

(R) Award of Bid OB-166-13 – Obsolete Equipment and Books (**#FI-3)

Bids were open in the Business Office on February 14, 2014, at 9:00 AM for the equipment and books declared obsolete at the 11/12/13, and 12/10/13 Board of Education meetings, Bid OB-166-13.

Bids were received from: Steve Zanazzi, Traderewards

Bid: \$550.00 for 1995 Chevy - Minimum Bid Amount \$550.00
\$300.00 for 1994 Ford - Minimum Bid Amount \$700.00

It is recommended by Jennifer Buscemi, Executive Director for Finance & Operations, Steve Zanazzi, Traderewards be awarded the bid for the 1995 Chevy at \$550.00. The bid for the 1994 Ford was below the minimum bid amount of \$700.00, therefore, he will not be awarded 1994 Ford.



Jennifer Buscemi, Executive Director for Finance & Operations




WEST BABYLON UNION FREE SCHOOL DISTRICT

REGULAR MEETING - BOARD OF EDUCATION - TUESDAY - MARCH 11, 2014

POLICY

- A. Board Review-School District Records (Second Time Discussion) (File:1120)
- B. Board Review-Computer Use in Instruction (Second Time Discussion) (File:4526)
- C. Board Review-Students and Personal Electronic Devices (Second Time Discussion)
(File:5695)

SCHOOL DISTRICT RECORDS

It is the policy of the Board of Education to inform members of the public about the administration and operation of the public schools in accordance with the Freedom of Information Law of the State of New York.

The Superintendent of Schools shall develop regulations ensuring compliance with the Freedom of Information Law and setting forth the procedures to be followed to obtain access to district records, and submit such regulations to the Board for approval. The Superintendent shall designate, with Board approval, a Records Access and Records Management Officer, pursuant to law.

Retention and Destruction of Records

The Board hereby adopts the Records Retention and Disposition Schedule ED-1 issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, which contains the legal minimum retention periods for district records. In accordance with Article 57-A, the district will dispose of only those records described in the schedule after they have met the minimum retention periods set forth in the schedule. The district will dispose of only those records that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond the established legal minimum periods.

The manner of destruction will be determined by the format of the record (i.e., paper, digital, etc.). In addition, destruction will be appropriately documented.

Litigation-Hold

The Superintendent will establish procedures in the event that the school district is served with legal papers. The Superintendent will communicate with applicable parties, including the school attorney and the records management official, to ensure that, when appropriate, a litigation-hold is properly implemented. The litigation-hold is intended to prevent the destruction or disposal of records that may need to be produced as part of discovery. It is the intention of the Board of Education to comply with applicable rules and regulations regarding the production of necessary documents, data, files, etc. The Board directs the Superintendent to institute such procedures to implement this policy.

The Superintendent or his/her designee, with assistance from the Records Management Officer, shall be responsible for developing and disseminating department-specific retention schedules and guidance to staff, as necessary, to ensure adherence to this policy.

Cross-ref: 8630, Computer Resources and Data Management

Ref: Public Officers Law §84 et seq. (Freedom of Information Law)
Education Law §2116
Arts and Cultural Affairs Law §57.11
Local Government Records Law, Article 57-A
Federal Rules of Civil Procedure, 16, 26
8 NYCRR Part 185 (Appendix I)

Adoption date: 12/08/2009

COMPUTER USE IN INSTRUCTION

The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. The key concept underlying the Internet is interconnectivity - something that will allow administrators, teachers, and more importantly, students to access an unparalleled array of communication and information resources. With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting.

BOCES and the West Babylon School District, to the best of their ability, have taken precautions to restrict access to controversial materials. However, on a global network it is impossible to control all materials and an industrious user may discover controversial information. However, West Babylon believes information and interaction available on this worldwide network far outweighs the possibility that users may procure material that is not consistent with the educational goals of the District.

Internet access is coordinated through a complex association of government agencies, and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. In general, this requires efficient, ethical, and legal utilization of the network resources. If a West Babylon School District user violates any of these provisions, his or her participation will be terminated and future access could possibly be denied. The signature(s) at the end of the Internet Use Agreement is (are) legally binding and indicate(s) the party (parties) who signed has (have) read the terms and conditions carefully and understand(s) their significance.

The Board authorizes student use of personal devices to access the district's computer network if the student complies with the district's policy 5695 – Bring Your Own Device, as well as the provisions of this policy and regulation. Failure to abide by this policy and regulation will result in revocation of access and possibly disciplinary action in accordance with the Code of Conduct.

Internet - Terms and Conditions

1. Acceptable Use - The purpose of the Internet is to support research and education in and among academic institutions in the United States by providing access to unique resources and the opportunity for collaborative work. The use of the Internet must be in support of education and research and consistent with the educational objectives of the West Babylon School District. Use of another organization's network or computing resources must comply with the rules appropriate for that network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any U.S. or state regulation is prohibited. This includes, but is not limited to, copyrighted material, threatening or obscene material; expressions of bigotry, racism, or hate; or material protected by trade secret. Use for commercial activities is generally not acceptable. Use for product advertisement or political lobbying is also prohibited.
2. Privileges - The use of the Internet is a privilege, not a right, and inappropriate use will result in the cancellation of those privileges. Each student who receives access will be held responsible for usage. Therefore, under no circumstances should confidential information be shared with anyone other than classroom teachers approved to serve as access officers. Each student will learn about the proper use of the district's network system from West Babylon faculty member. The BOCES system administrators, in cooperation with the West Babylon School District Superintendent or his/her designees, will deem what is inappropriate use and their decision is final. Also, the BOCES

system administrators may deny access at any time as required. The administration, faculty and staff of West Babylon School District may request the BOCES system administrator to deny, revoke or suspend specific user privileges.

3. Network Etiquette - Users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to the following:
 - a. Be polite. Do not get abusive in your messages to others.
 - b. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language. Illegal activities are strictly forbidden.
 - c. Do not reveal your personal address or phone number or that of other students or colleagues.
 - d. Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to authorities.
 - e. Do not use the network in such a way that you would disrupt the use of the network by other users.
 - f. All communication and information accessible via the network should be assumed to be private property.

See exhibit 4526-E-2 for the full list of user responsibilities.

4. Warranties – BOCES and/or the West Babylon School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. BOCES and/or the West Babylon School District will not be responsible for any damages suffered. This includes loss of data resulting from delays, non-deliveries, miss-deliveries, or service interruptions caused by its own negligence or a user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. BOCES and/or the West Babylon School District specifically deny any responsibility for the accuracy or quality of information obtained through its services.
5. Security - Security on any computer system is a high priority, especially when the system involves many users. If a user can identify a security problem on the Internet he/she must notify a Superintendent's designee. He/she may not demonstrate the problem to other users. Attempts to log on to the Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the network and the Internet.
6. Vandalism - Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, Internet, and/or any of the above listed agencies or other networks that are connected to the Internet. This includes, but is not limited to, the uploading or creation of computer viruses, or any illegal or improper use of the network, Internet or accessed equipment.

Adoption date: 10/25/11

STUDENTS AND PERSONAL ELECTRONIC DEVICES

The Board of Education recognizes that there are personal electronic devices that have educational applications such as tablets, e-readers, calculators, voice recorders, digital cameras and music listening devices. In some instances a "smart phone" may include applications that permit these functions. These devices shall be allowed to be used in classrooms if the following criteria are met:

- The student has successfully registered the device with the district, in accordance with district procedures.
- The teacher has authorized use of personal devices either in their classroom generally or for a particular exercise.
- The student uses the personal device to access the Internet or authorized applications through the district's network, under the terms of policy 4526, Computer Use in Instruction.

The Board acknowledges that cellular phones, pagers, and 2-way communication systems can be a positive means to facilitate communication; 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 cellular phones (including "smart phones"), pagers, and 2-way communication systems and/or other electronic devices shall be prohibited from the time students arrive at school until the end of the regular school day, unless specifically permitted to be used by a teacher or administrator. Such devices must be turned off and stored out of sight during this time period. The district is not responsible for stolen, lost or damaged personal electronic devices.

In emergency situations, exceptions to the prohibition of the use of cellular phones, pagers, and 2-way communication systems may be granted by teachers or administrators.

Misuse of any of these electronic devices will result in its confiscation until the end of the school day, as outlined in the code of conduct. Some uses of personal electronic devices may constitute a violation of the school district code of conduct and in some instances, the law. The school 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 bring cell phones or other electronic devices into classrooms or other exam locations during testing. The exception to this policy is if a teacher gives specific permission for a cell phone or other electronic device to be used during a classroom, non-state assessment.

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.

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).

Adoption date: