



Administrative Regulation 5810 USE OF PERSONAL ELECTRONIC DEVICES BY STUDENTS – PROHIBITED CONDUCT

Responsible: Office of School Performance

PURPOSE

This administrative procedure describes the process in which the Washoe County School handles the prohibited use of personal electronic devices by students. Such devices include, but are not limited to: smart phones, cell phones, personal digital assistants (PDA), and tablets.

PROCEDURE

1. The Washoe County School District is proud to be a 21st century District and promotes the responsible and thoughtful use of personal electronic devices to support student achievement.
2. Electronic devices can be disruptive and interfere with student learning, to include the disruption of the learning of those are not in possession of such devices. The following governing principles shall guide this administrative procedure:
 - a. Students may possess or use electronic devices, provided that the use of such devices does not interfere with the instructional process. Teachers and administrators reserve the right to confiscate a student's electronic device if it is interfering with curriculum/instruction.
 - b. Electronic devices shall not be brought into classrooms during assessments, semester exams, or other testing situations.
 - c. Inside the classroom or instructional process, school buildings and during the school day, electronic devices shall be in the "off" position unless the devices are being used for instructional purposes.
3. Consequences for violating the principles listed above are as follows:
 - a. First Offense
 - i. The electronic device shall be confiscated by school staff and returned to the student at the end of the day. The student must have a school ID or a driver's license for identification purposes.
 - ii. The parent/guardian shall be notified the device was confiscated, returned to the student, and made aware of the rules governing such devices.

- iii. This procedure shall be reviewed with the student.
- iv. A warning shall be given regarding the consequence(s) for future violations of the procedure.

b. Second Offense

- i. The electronic device shall be confiscated.
- ii. The parent/legal guardian shall be notified.
- iii. The electronic device shall be turned over to the parent/legal guardian.
- iv. School-determined consequence for “administrative insubordination” or “disregard for school rules will be considered and applied as necessary.”
- v. This procedure shall be again reviewed with this student and his/her parent/guardian.
- vi. A further warning shall be given regarding the consequence(s) for future violations of this procedure.

c. Third Offense

- i. The electronic device shall be confiscated.
- ii. The parent/legal guardian shall be notified.
- iii. The electronic device shall be turned over to the parent/guardian.
- iv. School-determined consequence for third offense for “administrative insubordination” or “disregard for school rules” will be considered and applied as necessary”.
- v. Electronic device privileges on school property shall be revoked for a period of 90 school days.
- vi. This procedure shall be again reviewed with this student and his/her parent/guardian.
- vii. A further warning shall be given regarding the consequence(s) for any future violations of the procedure.

d. Fourth Offense

- i. The electronic device shall be confiscated.

- ii. The parent/legal guardian shall be notified.
 - iii. The electronic device shall be turned over to the parent/guardian.
 - iv. School-determined consequence for fourth offense for “administrative insubordination” or “disregard for school rules” will be considered and applied as necessary.”
 - v. Electronic device privileges shall be revoked for remainder of the student’s school year. The school will work with the student’s parent/guardian to ensure the device is left at home for the duration of the school year.
- e. Appeals
- i. A parent/guardian shall have the right of appeal to the Superintendent or his/her designee regarding fourth or subsequent offenses. The request for appeal shall be submitted in writing directly to the Superintendent or the Superintendent’s designee within ten (10) working days after the determination of a fourth offense.

DESIRED OUTCOMES

1. Electronic devices include, but are not limited to, smart phones, cell phones,
2. This Administrative Procedure is designed to create a 21st Century learning environment in which students will be enabled to use their personal electronic device(s) for educational purposes.

IMPLEMENTATION GUIDELINES & ASSOCIATED DOCUMENTS

1. This administrative procedure reflects the goals of the District’s Strategic Plan.
2. This administrative procedure aligns with the governing documents of the District, to include:
 - a. Board Policy 5039, Student Discipline
3. This administrative procedure complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC) to include:
 - a. Chapter 392, Pupils, and specifically:
 - i. NRS 392.4637, Use and possession of pagers, cellular telephones and other electronic devices

REVIEW AND REPORTING

1. This procedure and any accompanying documents will be reviewed bi-annually in even numbered years.

REVISION HISTORY

Date	Revision	Modification
12/06/2010	A	Initial Release as CSI procedure (SUP-P003)
3/05/2015	1.0	Converted to Administrative Regulation