



NEBO SCHOOL DISTRICT ADMINISTRATIVE DIRECTIVE

Directive
No.
6.11

SECTION: STUDENTS
TITLE: STUDENT USE OF CELL PHONES IN SCHOOL
DATE: JANUARY 2024
SUPERINTENDENT APPROVAL: 

1. PURPOSE AND GOVERNING POLICY

Student use of cell phones at school may be a valuable educational tool when used appropriately or may be a source of distraction or disruption, which adversely affects education. Because use of cell phones may adversely impact learning environments and student well-being, schools may wish to adopt a "School Policy Restricting Cell Phone Usage" which specifies the permitted uses and restrictions on student cell phones during instructional time and/or other times during school. [Policy JDE – Student Electronic Devices](#) governs student use of electronic devices at school and must be consulted and followed in conjunction with the adoption of any School Policy Restricting Cell Phone Usage.

2. PROCEDURES FOR ADOPTING A SCHOOL POLICY RESTRICTING CELL PHONE USAGE

- 2.1. An expression of interest in the consideration of a School Policy Restricting Cell Phone Usage begins these procedures. Such an expression of interest may be initiated by the principal, an individual parent/guardian, a group of parents/guardians, School PTA, School PTO, or School Community Council.
- 2.2. This expression of interest shall be submitted to the school principal in the form of a petition with verified signatures of at least twenty percent (20%) of parents/guardians of students at that school (one signature per family). The language and format of the petition should be developed in consultation with the principal, or his/her designee.
- 2.3. Once a petition has been submitted, the school principal, or his/her designee, shall facilitate discussions and meetings as are necessary in order to assist in the orderly sharing of ideas, interests, and concerns regarding a School Cell Phone Usage Policy. The school principal, or his/her designee, shall also coordinate and conduct an election on whether to adopt the proposed School Cell Phone Usage Policy.
- 2.4. Under the direction of the school principal, or his/her designee, a committee, comprised of not less than twelve (12) people, will be formed to develop a proposed School Policy Restricting Cell Phone Usage in response to the expression of interest. The committee will include an equal number of teachers and parents/guardians (which may include representatives from the School PTA, School PTO, and/or School Community Council). Secondary school committees should also include students. The committee's proposed School Policy Restricting Cell Phone Usage shall be in writing and include the following:
 - 2.4.1. The reasons and purposes for adopting a School Policy Restricting Cell Phone Usage.
 - 2.4.2. Specific and detailed descriptions of when and where student cell phone use is permitted at school.
 - 2.4.3. Specific and detailed descriptions of when and where student cell phone use is prohibited at school.
 - 2.4.4. Guidelines on whether or not students may bring cell phones to school.
 - 2.4.5. If students are permitted to bring cell phones to school, described where students are to store their cell phones during times and locations when cell phone usage is prohibited.
 - 2.4.6. Define what constitutes infractions of the School Policy Restricting Cell Phone Usage.
 - 2.4.7. Describe possible disciplinary actions and consequences for infractions of the School Policy Restricting Cell Phone Usage.

- 2.4.8. Include a provision by which the principal may at any time during the school year grant an exemption to a student from the School Policy Restricting Cell Phone Usage because of extenuating circumstances.
- 2.4.9. Include a provision allowing students to use electronic devices during instructional time and at other times during school when authorized pursuant to an Individualized Education Program (IEP), a Section 504 Plan, or a Health Care Plan.
- 2.4.10. The School Policy Restricting Cell Phone Usage shall not include any requirement for teachers or other school personnel to collect and store student cell phones during instructional time or at other times during school.
- 2.4.11. Provide a timeline for implementation of the School Policy Restricting Cell Phone Usage.

- 2.5. Upon completion of the proposed School Policy Restricting Cell Phone Usage, copies shall be provided electronically to the parents/guardians of students enrolled at and attending the school. No sooner than one (1) week and no later than three (3) weeks after distribution of the proposed School Policy Restricting Cell Phone Usage, at least one open house/information meeting shall be held at the school under the direction of the principal, or his/her designee. If changes are made to the proposed School Policy Restricting Cell Phone Usage as a result of the open house/information meeting(s), an amended proposed School Policy Restricting Cell Phone Usage shall again be provided electronically to the parents/guardians of the students enrolled at and attending the school, and a final open house/information meeting will be held at the school under the direction of the principal, or his/her designee.
- 2.6. No sooner than one (1) week and no later than three (3) weeks following the final open house/information meeting, the school shall conduct an election for approval of the proposed School Policy Restricting Cell Phone Usage. Notice of the election shall be provided at least one (1) week prior to the date of the election. The election will be conducted electronically as determined by and under the direction of the principal, or his/her designee. Only parents/guardians of students enrolled at and attending the school are entitled to vote. Each family shall receive one (1) vote.
- 2.7. The counting and verification of votes shall be overseen by the respective Elementary or Secondary Director, or his/her designee. To be approved, the proposed School Policy Restricting Cell Phone Usage must receive an affirmative vote from at least sixty percent (60%) of those voting at the election.

3. PROCEDURES FOR CHANGING OR ELIMINATING AN ADOPTED SCHOOL POLICY RESTRICTING CELL PHONE USAGE

- 3.1. In order to change or discontinue an existing School Policy Restricting Cell Phone Usage, a petition for such must be signed by at least twenty percent (20%) of the parents/guardians of the school (one signature per family), as per Section 2 of this Administrative Directive.
- 3.2. Any proposal for a change in the existing School Policy Restricting Cell Phone Usage shall follow the same procedures set forth in Section 2 of this Administrative Directive.
- 3.3. After receipt of the petition, and complying with any other applicable procedures, the school principal, or his/her designee, shall conduct an election, pursuant to the provisions of Section 2 of this Administrative Directive, regarding the proposed change or discontinuance of an existing School Policy Restricting Cell Phone Usage. However, a vote to change or discontinue an existing School Policy Restricting Cell Phone Usage may not take place during the first year of its implementation.