

**PERSONNEL: CERTIFIED/NON-CERTIFIED**

**4118.6**

**4218.6**

**Cellular Telephones/PDA's/Paging Devices/Beepers**

Board employees shall not use personal cellular telephones (including camcorders and camera cell phones), Personal Digital Assistant (PDA), beepers, or pagers to conduct non-school related business while they are engaged in the provision of instruction to or supervision of students or a school sponsored activity. In addition they will not be used during school meetings, in services, parent-teacher conferences or any other time when there would be a reasonable expectation of privacy.

Personal use of privately owned cellular telephones, PDA, and pagers/beepers is restricted to lunch, breaks or other such times when the employee is not on duty.

Students and staff are encouraged to use any available cellular telephone/communication device in the event of an emergency that threatens the safety of students, staff or other individuals. A school bus driver is prohibited from operating a school bus while using a cellular telephone except: (1) during an emergency situation, (2) to call for assistance if there is a mechanical breakdown or other mechanical problem, and (3) when the school bus is parked.

Any employee violating these rules will be subject to disciplinary action.

**Board Adopted: November 13, 2013**