

TEACHING STAFF MEMBERS

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Staff Member's Use of **Personal Cellular Telephones/  
Other Communication Devices**

Jul 15 Alert 206

3322 STAFF MEMBER'S USE OF PERSONAL CELLULAR TELEPHONES/  
OTHER COMMUNICATION DEVICES

The Randolph Board of Education recognizes a school teaching staff member may need to ~~make~~ **electronically communicate on a non-school related, personal matter using a personal cellular telephone or other personal communication device** ~~telephone call~~ during their workday ~~when the telephone call cannot be made before the staff member reports to work and/or after the staff member's workday has concluded.~~ **Electronic communications include, but are not limited to: voice conversations, text-messaging, accessing social networking or other internet sites, or any other type of electronic communication.**

In the event the **teaching** staff member **needs to electronically communicate on a non-school related, personal matter using a personal cellular telephone or other personal communication device** ~~has an occasion to make a personal telephone call~~ during their workday; ~~and the telephone call is of such a nature that it cannot be made before the staff member's workday begins or after the workday has concluded,~~ the school **teaching** staff member may **do so** ~~make a personal telephone call using their personal cellular telephone during the workday~~ provided the **communication** ~~telephone call~~ is made during the **teaching** staff member's duty free lunch or break periods and/or **preparation periods for teaching staff** and is made outside the presence of **students**. ~~pupils in an area inside the school building designated by the Building Principal or teaching staff member's immediate supervisor.~~

A **electronic communication** ~~telephone call~~ by a school **teaching** staff member on a **non-school related, personal matter using a their personal cellular telephone or other personal communication device** shall not be made **during instructional time, or while the teaching staff member is performing assigned school district responsibilities.**

In the event the **teaching** staff member has an emergency requiring immediate attention that requires **such a communication while performing assigned school district responsibilities** ~~the personal use of their personal cellular telephone,~~ the teaching staff member shall inform their ~~Building~~ Principal or immediate supervisor before or immediately after **the communication** ~~using the cellular telephone,~~ depending on the nature of the emergency. **The Board of Education is not responsible if a teaching staff member's personal cellular telephone or other communication device is lost, stolen, or missing.**

Adopted: 17 July 2012

Revised:

