

COMMUNICATION DEVICES

Code **GBEBBA** *Issued* **3/05**

Purpose: to establish the basic structure for the use of communications devices by staff.

The district does not allow the personal use of any communication device in an instructional or supervisory area during instructional or supervisory time. Any such devices in the possession of employees should be turned off during instructional or supervisory time. Personal communication devices may be used by employees in non-instructional and non-supervisory areas during non-instructional and non-supervisory time only in the case of an emergency or with permission from the building principal.

All school communication devices (phones, pagers, walkie-talkies, computer e-mail service, etc.) should only be used for school business. Personal use of such devices should only be for emergencies.

Adopted 8/13/91; Revised 4/4/95, 9/10/96, 11/12/96, 10/14/97, 11/13/01, 3/8/05