
Personal Electronic Devices and Social Media - Staff

Staff possession or use of personal electronic devices on school property, in school facilities during the work day and while the staff is on duty in attendance at school-sponsored activities may be permitted subject to the limitations set forth in this policy and consistent with any additional school rules as may be established by the administrator. At no time, whether on duty or off duty, will a personal electronic device be used in a manner that interferes with staff duty and responsibility for the instruction and supervision of students.

A “personal electronic device” is a device not issued by PBCCS and is capable of electronically communicating, sending, receiving, storing, recording, reproducing, and/or displaying information and data.

Personal electronic devices shall be silenced during instructional time, while on duty, or at any other time where such use of the device would cause a disruption of school activities or interfere with work assignment. Employees who use personal electronic devices during their workday shall use them appropriately, responsibly and professionally, in accordance with State law and Federal privacy guidelines. Devices which have the capability to take photographs or record video or audio, shall not be used for such purposes while on school property or while a staff member is on duty in school-sponsored activities, unless as expressly authorized by the administrator or designee for a use directly related to and consistent with the employees assigned duties. Computers, tablets, iPads or similar devices will be restricted to academic activities during on duty time.

PBCCS will not be liable for loss or damage to personal electronic devices brought to school property and school-sponsored activities.

Staff members, while on duty and off duty, will utilize social media websites, public websites and blogs, judiciously by not posting confidential information about students, staff or school business.¹ Staff may not post images of school facilities, staff, students, volunteers or parents without authorization from persons with authority to grant such a release. Staff members, while on duty and off duty, will treat fellow employees, students and the public with respect while posting on social media websites, etc., in order to prevent substantial disruption in school.

Communication with students using personal electronic devices will be appropriate, responsible and professional. Communication with students using personal electronic devices regarding non-school related matters is discouraged at all times. If communicating with students electronically regarding school related material, staff shall use school email using mailing lists and/or other internet messaging to groups of students rather than individual students. Texting a student during work hours regarding non school related matters is prohibited. Texting a student regarding non school related matters while off duty is strongly discouraged.

¹ Nothing in this policy is intended in any form to limit the right of employees to engage in protected labor activities via the use of social media.

Exceptions to the prohibitions set forth in this policy may be made for health, safety or emergency reasons.

Staff are subject to disciplinary action up to and including dismissal for using a personal electronic device in any manner that is illegal or violates the terms of this policy. Staff actions on social media websites, public websites and blogs while on or off duty, which disrupt the school environment, are subject to disciplinary action up to and including dismissal.

The taking, disseminating, transferring, or sharing of obscene, pornographic, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, emailing etc.) may constitute a crime under state and/or federal law and will be reported to law enforcement and/or other appropriate state or federal agencies.

END OF POLICY

Legal Reference(s):

ORS 167.057	ORS 163.700
ORS 163.432	ORS 326.011
ORS 163.433	ORS 326.051
ORS 163.684	ORS 332.072
ORS 163.686	ORS 332.107
ORS 163.687	ORS 336.840
ORS 163.688	ORS 339.372
ORS 163.689	
ORS 163.693	
Senate Bill 155 (2019)	

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Copyrights, Title 17, as amended, United States Code; (2018) 19 CFR Part 133 (2019). *Melzer v. Bd. Of Educ., City of New York*, 336 F.3d 185 (2d Cir. 2003).

Ross v. Springfield Sch. Dist., No. FDA 80-1, *aff'd*, 56 Or. App. 197, *rev'd and remanded*, 294 Or. 357 (1982), *order on remand* (1983), *aff'd*, 71 Or. App. 111 (1984), *rev'd and remanded*, 300 Or. 507 (1986), *order on second remand* (1987), *revised order on second remand* (1988).