

**DRAFT**

**BOARD AGENDA  
BUSINESS MEETING**

CV-S Central School  
Cherry Valley, NY

Thursday, November 17, 2022  
7:00 PM In the School Cafeteria

I. OPENING OF MEETING

A. QUORUM CHECK

B. CALL TO ORDER

C. PLEDGE OF ALLEGIANCE

D. SPECIAL PRESENTATIONS - Community Service, Student Representative, Administration, Board Committee Reports, and Transportation - Mr. Rick Collins

E. ADDITIONS TO AGENDA

F. CORRESPONDENCE RECEIVED

G. SUPERINTENDENT'S REPORT

H. RECOGNITION OF VISITORS

II. PROPOSED EXECUTIVE SESSION SUBJECT TO BOARD APPROVAL

III. CONSENT AGENDA ITEMS – Consider motion to approve consent agenda items to include RESOLUTIONS 1-11-2022 through RESOLUTION 15-11-2022

A. RESOLUTION 1-11-2022  
APPROVAL OF MINUTES – October 20, 2022

B. RESOLUTION 2-11-2022  
ACKNOWLEDGE RECEIPT OF TREASURER'S AND FINANCIAL REPORTS – October 2022

C. FINANCIAL  
RESOLUTION 3-11-2022  
RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby accept the Tax Collectors Report for the 2022-2023 school year per Attachment III C.

RESOLUTION 4-11-2022  
RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent does approve the following transfers:  
From A2110130- \$100,000 To A551045085- \$75,000 To A553040021- \$20,000 To A553045069- \$5,000

**D. COMBINING CONTRACT**

**RESOLUTION 5-11-2022**

**RESOLVED**, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby accept the Combining Contract between the Cooperstown Central School District and the Cherry Valley-Springfield Central School District, for Varsity Boys Swimming and Diving athletic competition during the 2022-2023 season.

**E. EQUIPMENT REMOVAL**

**RESOLUTION 6-11-2022**

**RESOLVED**, that the Board of Education of the Cherry Valley-Springfield Central School District, does hereby approve the equipment inventory removal list 10252022 as per Attachment III E.

**F. PERSONNEL**

**RESOLUTION 7-11-2022**

**RESOLVED**, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby appoint Johannah Mollitor as a long term substitute in the position of Earth Science Teacher, pending her certification as an Earth Science Teacher. Ms. Mollitor's appointment will be effective December 12, 2022 and continue for a period not to exceed 90 instructional days, unless sooner terminated by the Board. Provided Ms. Mollitor obtains certification in the area of Earth Science during this time period, the Board shall reappoint Ms. Mollitor to a probationary position in the Earth Science tenure area. No term of employment is conferred by this resolution, unless and until a probationary appointment is subsequently granted by the Board of Education.

**RESOLUTION 8-11-2022**

**RESOLVED**, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby appoint Eric Soler, who is Initially Certified English 7-12, to a position as an English Teacher 7-12 for a probationary period beginning January 3, 2023, through January 2, 2027.

**RESOLUTION 9-11-2022**

**RESOLVED**, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby appoint the following Extracurricular assignments for the 2022-2023 school year:

David Bliss - JV Boys Basketball

Richard Lyford - Chaperone for Dances

Ken Whiteman - Modified Girls Basketball

Katherine Yager - Junior Class Co-Advisor

**RESOLUTION 10-11-2022**

**RESOLVED**, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby appoint the following as an Instructional Support Substitute for the 2022-2023 school year: Hailey Erway Melissa Cotton

**RESOLUTION 11-11-2022**

**RESOLVED**, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby appoint the following as a Substitute Teacher for the 2022-2023 school year: Hailey Erway

RESOLUTION 12-11-2022

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby appoint Alyssa Rizzo as an accompanist for the 2022-2023 school year.

RESOLUTION 13-11-2022

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby approve the following as a volunteer for the 2022- 2023 school year: Sara Crews Robert Whiteman Jr. September Schecter

RESOLUTION 14-11-2022

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby appoint the following After School Program assignments for the 2022-2023 school year:

After School Program Student Peer Mentors - Kira Borne and Anjelia Sturtevant

RESOLUTION 15-11-2022

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby appoint any full time teacher, licensed teacher assistant or aide to work as Chaperones for Dances, Basketball Games, Concerts, Drama Performances or Track & Field during the 2022-2023 school year.

IV. NEW BUSINESS

V. OLD BUSINESS

A. POLICY REVIEW

RESOLUTION 16-11-2022

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District does hereby conduct a second reading of Regulation 4526-R Acceptable Use Regulation and Policy 5695 Students and Personal Electronic Devices.

RESOLUTION 17-11-2022

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District does hereby direct the District Clerk to transmit the NYSSBA updated Policy and Regulation - Regulation 4526-R Acceptable Use Regulation and Policy 5695 Students and Personal Electronic Devices to the New York State School Boards Association by November 30, 2022.

VI. PROPOSED EXECUTIVE SESSION SUBJECT TO BOARD APPROVAL

- Matters leading to the employment of particular individual(s)
- Employment history of particular individual(s) or corporation(s)
- Review recommendations made by the Committee on Preschool Special Education and the Committee on Special Education

VII. ADJOURNMENT

11/14/22 03:45 PM

Cherry Valley-Springfield Central School

Year = 2022

Non State-Owned Lands Only

**COLLECTOR'S SUMMARY REPORT**

School Tax

Zero, Partial Paid Only

All SWIS Codes

Posting Date on or before 11/14/22

SWIS	Municipality	Taxable Value	Amount of Tax Levy	Total Taxes Collected	Inst Fees Received	Late Fees Received	Taxes Returned to County	Late Fee Added	County Fee Added	Tax, Fee, and County Fee
272289	CANAJOHARIE	573,150	6,505.38	0.00	0.00	0.00	6,505.38	195.16	0.00	6,700.54
273089	MINDEN	1,989,563	24,095.74	0.00	0.00	0.00	24,095.74	722.88	0.00	24,818.62
362401	CHERRY VALLEY	2,073,210	26,662.67	0.00	0.00	0.00	26,662.67	799.90	0.00	27,462.57
362489	CHERRY VALLEY - VILLAGE	6,243,097	79,594.36	0.00	0.00	0.00	79,594.36	2,387.83	0.00	81,982.19
362600	DECATUR	34,500	891.18	0.00	0.00	0.00	891.18	26.73	0.00	917.91
363889	MIDDLEFIELD	4,184,661	73,968.53	0.00	0.00	0.00	73,968.53	2,219.06	0.00	76,187.59
365800	ROSEBOOM	6,102,300	79,716.28	0.00	0.00	0.00	79,716.28	2,391.50	0.00	82,107.78
366000	SPRINGFIELD	13,857,721	177,329.68	0.00	0.00	0.00	177,329.68	5,319.90	0.00	182,649.58
366400	WESTFORD	219,000	2,796.01	0.00	0.00	0.00	2,796.01	83.88	0.00	2,879.89
	<b>Report Totals</b>	<b>35,277,202</b>	<b>471,559.83</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>471,559.83</b>	<b>14,146.84</b>	<b>0.00</b>	<b>485,706.67</b>

## Cherry Valley Springfield

### Equipment Inventory to be Removed 10/25/2022

Client	Equip. Type	Building	Location	Model	Description	CVS/CS/Serial Number	Manufacturer S/N	ONC BT BOCES S/N	Notes
CVS	Chromebook	HS/IELEM	N/A	HPG8 11E	11.6 Inch Chromebook	000317	5CD042KZXL		
CVS	Chromebook	HS/IELEM	N/A	DELL3100	11.6 Inch Chromebook	20190251	1DG6ZWW2		
CVS	Chromebook	HS/IELEM	N/A	DELL3100	11.6 Inch Chromebook	003822	BZ5D7Y2		
CVS	Chromebook	HS/IELEM	N/A	DELL3100	11.6 Inch Chromebook	003736	DH2C7Y2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003538	DGFNSN2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003436	8NY68H2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003519	FP7NSN2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003486	COMNSN2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003488	C74KSN2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003461	BS1NSN2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003426	D2S68H2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003427	HLG58H2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003425	BTJ88H2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003563	5PFFNQ2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003489	9T1NSN2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003470	6P7NSN2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003511	39WMSN2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003437	3Y068H2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003448	14958H2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003487	5BWMSN2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003422	GD088H2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003507	BYLNSN2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003468	JYLSN2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003869	4SR68H2		
CVS	Chromebook	HS/IELEM	N/A	DELL3180	11.6 Inch Chromebook	003591	JHWMNQ2		
CVS	Chromebook	HS/IELEM	N/A	DELL3100	11.6 Inch Chromebook	003781	283RZW2		
CVS	Chromebook	HS/IELEM	N/A	DELL3100	11.6 Inch Chromebook	003812	D3NRZW2		
CVS	Chromebook	HS/IELEM	N/A	DELL3100	11.6 Inch Chromebook	003805	BVS9ZW2		
CVS	Chromebook	HS/IELEM	N/A	DELL3100	11.6 Inch Chromebook		BQUFZW2		
CVS	Chromebook	HS/IELEM	N/A	DELL3100	11.6 Inch Chromebook	003808	FFFZV2		
CVS	Chromebook	HS/IELEM	N/A	DELL3100	11.6 Inch Chromebook	003754	JG576Y2		
CVS	Chromebook	HS/IELEM	N/A	HPG8 11E	11.6 Inch Chromebook	003960	5CD0034JP47		
CVS	Chromebook	HS/IELEM	N/A	HPG8 11E	11.6 Inch Chromebook	003163	5CD0042K03		
CVS	Chromebook	HS/IELEM	N/A	HPG8 11E	11.6 Inch Chromebook	20190193	5CD042KZ39		
CVS	Chromebook	HS/IELEM	N/A	HPG8 11E	11.6 Inch Chromebook	20190255	5CD11582Z9		
CVS	Chromebook	HS/IELEM	N/A	HPG8 11E	11.6 Inch Chromebook	003161	5CD042KZVV		
CVS	Chromebook	HS/IELEM	N/A	HPG8 11E	11.6 Inch Chromebook	003082	5CD03570F4		
CVS	Chromebook	HS/IELEM	N/A	HPG8 11E	11.6 Inch Chromebook	20190341	5CD11581XZ		
CVS	Chromebook	HS/IELEM	N/A	HPG8 11E	11.6 Inch Chromebook	003933	5CD0034JPMZ		
CVS	Chromebook	HS/IELEM	N/A	HPG8 11E	11.6 Inch Chromebook		5CD042KK03		
CVS	Chromebook	HS/IELEM	N/A	HPG8 11E	11.6 Inch Chromebook		5CD042KK03		
CVS	Chromebook	HS/IELEM	N/A	HPG8 11E	11.6 Inch Chromebook		5CD042KK03		
CVS	Computer	HS/IELEM	N/A	Dell Optiplex 780					
CVS	Computer	HS/IELEM	N/A	Dell Optiplex 740					
CVS	Laptop	HS/IELEM	N/A	Dell Latitude E6530	15.6 inch Laptop				
CVS	Laptop	HS/IELEM	N/A	Dell Latitude E6530	15.6 inch Laptop				
CVS	Printer	HS/IELEM	N/A	Kyocera 7035					

CVS	LCD Monitor	HS/ELEM	Dell 19 Inch	LCD Monitor	
CVS	LCD Monitor	HS/ELEM	Dell 19 Inch	LCD Monitor	
CVS	Projector	HS/ELEM	Infocus Projector		
CVS	Network Switch		Nortel Baystack		
CVS	Network Switch		Nortel Baystack		19765 BT BOCES

## **4526-R ACCEPTABLE USE REGULATION**

The following rules and regulations govern the use of the district's computer network system and access to the Internet.

### **I. Administration**

- The Superintendent of Schools shall designate a Director of Technology to oversee the district's computer network.
- The Director of Technology shall track and examine all network activities, as appropriate, to ensure proper use of the system.
- The Director of Technology shall be responsible for disseminating and interpreting district policy and regulations governing use of the district's network at the building level with all network users.
- The Director of Technology shall provide employee training for proper use of the network and will ensure that staff supervising students using the district's network provide similar training to their students, including providing copies of district policy and regulations governing use of the district's network.
- The Director of Technology shall ensure that all disks and software loaded onto the computer network have been scanned for computer viruses.
- The Director of Technology will review staff requests to use 'cloud-based' educational software/applications to ensure that personally identifiable information (PII) is protected in accordance with district standards prior to student use.
- All student agreements to abide by district policy and regulations and parental consent forms shall be kept on file in the district office.

### **II. Internet Access**

- Students will be provided Internet access: in a controlled environment.
- Students will be provided with individual access accounts
- Students may have Internet access: for educational purposes.
- Student Internet access may be restricted depending on the grade level.
- Students are not to participate in chat rooms.
- Students may construct their own web pages using district computer resources.
- Students will have individual e-mail address.

A staff member will be required to track these activities.

### **III. Acceptable Use and Conduct**

- Access to the district's computer network is provided for educational purposes and research consistent with the district's mission and goals.
- Use of the district's computer network is a privilege, not a right. Inappropriate use may result in the suspension or revocation of that privilege.
- Each individual in whose name an access account is issued is responsible at all times for its proper use.
- All network users will be issued a login name and password. Passwords must be changed periodically.
- Only those network users with written permission from the principal or computer network coordinator may access the district's system from off-site (e.g., from home).
- All network users are expected to abide by the generally accepted rules of network etiquette. This includes being polite and using only appropriate language. Abusive or sexual language or images, vulgarities and swear words are all inappropriate.

- Network users identifying a security problem on the district's network must notify the appropriate teacher, administrator or computer network coordinator. Under no circumstance should the user demonstrate the problem to anyone other than to the district official or employee being notified.
- Any network user identified as a security risk or having a history of violations of district computer use guidelines may be denied access to the district's network.

#### **IV. Prohibited Activity and Uses**

The following is a list of prohibited activity concerning use of the district's computer network. Violation of any of these prohibitions may result in discipline or other appropriate penalty, including suspension or revocation of a user's access to the network.

- Using the network for commercial activity, including advertising.
- Infringing on any copyrights or other intellectual property rights, including copying, installing, receiving, transmitting or making available any copyrighted software on the district computer network.
- Using the network to receive, transmit or make available to others obscene, offensive, or sexually explicit material.
- Using the network to receive, transmit or make available to others messages that are racist, sexist, abusive or harassing to others.
- Using another user's account or password.
- Attempting to read, delete, copy or modify the electronic mail (e-mail) of other system users and deliberately interfering with the ability of other system users to send and/or receive e-mail.
- Forging or attempting to forge e-mail messages.
- Engaging in vandalism. Vandalism is defined as any malicious attempt to harm or destroy district equipment or materials, data of another user of the district's network or of any of the entities or other networks that are connected to the Internet. This includes, but is not limited to, creating and/or placing a computer virus on the network.
- Using the network to send anonymous messages or files.
- Using the network to receive, transmit or make available to others a message that is inconsistent with the district's Code of Conduct.
- Revealing the personal address, telephone number or other personal information of oneself or another person.
- Using the network for sending and/or receiving personal messages.
- Intentionally disrupting network traffic or crashing the network and connected systems.
- Installing personal software or using personal disks on the district's computers and/or network without the permission of the appropriate district official or employee.
- Using district computing resources for commercial or financial gain or fraud.
- Stealing data, equipment or intellectual property.
- Gaining or seeking to gain unauthorized access to any files, resources, or computer or phone systems, or vandalize the data of another user.
- Wastefully using finite district resources.
- Changing or exceeding resource quotas as set by the district without the permission of the appropriate district official or employee.
- Using the network while access privileges are suspended or revoked.



- Using the network in a fashion inconsistent with directions from teachers and other staff and generally accepted network etiquette.

## **V. User Account Creation**

- New employees, upon approval by the Board of Education at CVS will receive a form with:
  - a. Network account login information with username and temporary password.
  - b. Phone extension with voice mail instructions (if applicable).
  - c. School Tool / SMS information
- New students will receive Google Workspace / school email login information upon completion of all enrollment and any other documentation required by the Cherry Valley Springfield Central School.
- New student accounts will be active on their first day of classes.

### **•GENERAL**

- All system-level passwords (e.g., root, enable, Windows Administrator, application administration accounts, etc.) must be changed every one to two years.
- All user-level passwords for employees (e.g., email, web, desktop computer, etc.) must be changed at least **every 60 to 90 days**.
- All user-level passwords for students (e.g., email, web, desktop computer, etc.) must be changed at least **every 120 days**.
- All user-level and system-level passwords must conform to the guidelines described below.
- All network and e-mail access to the Cherry Valley Springfield Central School system will be disabled within 24 hours after employees' last day of employment upon retirement or resignation.
- Upon termination of employment, network and email access will be suspended immediately.
- Students who are no longer enrolled in the Cherry Valley Springfield Central School system will have their network and e-mail accounts suspended immediately.
- Students who have graduated from the Cherry Valley Springfield Central School system will have their email accounts active for an additional 90 days. After the 90-day period, the e-mail account will be suspended.

## **VI. No Privacy Guarantee**

All users using the district's computer network should not expect, nor does the district guarantee privacy for electronic mail (e-mail) or any use of the district's computer network. The district reserves the right to access and view any material stored on district equipment or any material used in conjunction with the district's computer network.

## **VII. Sanctions**

All users of the district's computer network and equipment are required to comply with the district's policy and regulations governing the district's computer network. Failure to comply with the policy or regulation may result in disciplinary action as well as suspension and/or revocation of computer access privileges.

In addition, illegal activities are strictly prohibited. Any information pertaining to or implicating illegal activity will be reported to the proper authorities. Transmission of any material in violation of any federal, state and/or local law or regulation is prohibited. This includes, but is not limited to materials protected by copyright, threatening or obscene material or material protected by trade secret. Users must respect all intellectual and property rights and laws.

## **VIII. District Responsibilities**

The district makes no warranties of any kind, either expressed or implied, for the access being provided. Further, the district assumes no responsibility for the quality, availability, accuracy, nature or reliability of the service and/or information provided. Users of the district's computer network and the Internet use information at their own risk. Each user is responsible for verifying the integrity and authenticity of the information that is used and provided.

The district will not be responsible for any damages suffered by any user, including, but not limited to, loss of data resulting from delays, non-deliveries, misdeliveries, or service interruptions caused by its own negligence or the errors or omissions of any user. The district also will not be responsible for unauthorized financial obligations resulting from the use of or access to the district's computer network or the Internet.

Further, even though the district may use technical or manual means to regulate access and information, these methods do not provide a foolproof means of enforcing the provisions of the district policy and regulation.

Adoption date: July 9, 2015

Revised date: Nov. 17, 2022

**Cherry Valley-Springfield Central School District**

## 5695 STUDENTS AND PERSONAL ELECTRONIC DEVICES

The Cherry Valley-Springfield Central School district recognizes that the use of electronic devices can be a crucial part of the curriculum of many courses. However, with the ever-expanding capabilities of many electronic devices, opportunities for inappropriate use by the students increase. Where the use of electronic devices disrupts or impedes the learning process, restrictions may be imposed.

### A. Cell phones:

Cell phones may not be used on school grounds during the school day, during after school study hall and after school detention, with the exception of lunch.

Students may not wear headphones in the building during school hours, with the exception of lunch. Headphones may only be used under the discretion of the instructor.

A student who brings a cell phone to school must keep it off and in his or her locker or otherwise concealed. If a student is seen by a staff member with a cell phone the following action and consequence will occur:

Offense	Action Taken	Consequences
1st Offense	Student directed to put phone away	
2nd Offense	Phone confiscated and returned to the student at the end of the day	One day of lunch detention Parent contacted
3rd Offense	Phone confiscated and returned to the parent at the end of the day	One day after school detention Parent Conference with Administration
4th+ Offense	Phone confiscated and returned to the parent at the end of the day	One day of In-School Suspension Parent Conference with Administration

It is understood that the consequences outlined above are considered minimum consequences and may be amended or altered depending on the circumstances.

Students who refuse to give cell phones to staff members/administration are considered insubordinate and subject to discipline for insubordination under the student code of conduct.

There are times when the use of a cell phone may be permitted in the classroom for instructional purposes when the instructor is conducting a special lesson. The instructor will complete a request for use with the building principal. Students will be directed that the cell phone is only to be used during that class and for the purposes specified by the instructor and under the direction of the instructor

Students may use cell phones on field trips at the discretion of the instructor. Such use would be considered a “teachable moment” intended to promote Digital Citizenship.

Students may use cell phones when attending extracurricular activities on school property after school hours, provided the cell phone use is not disruptive to the activity. Cell phones should be turned to vibrate at concerts, drama productions, and awards nights, and used in a manner which does not disrupt the event.

*During emergency situations, it is imperative that we are able to effectively communicate with students; therefore, students are not permitted to use cell phones/electronic devices during emergency situations or during drills intended to prepare for emergency situations.*

### **B. Electronic Devices:**

Personal electronic devices may not be used on school grounds during the school day, during after school study hall and after school detention, with the exception of lunch.

In addition, any radio, sound or recording equipment is considered disruptive to the learning process and is not allowed in school. The electronic equipment will be confiscated and held in the main office until the end of the day when it then can be picked up.

There are times when the use of a personal electronic device may be permitted in the classroom for instructional purposes when the instructor is conducting a special lesson. The instructor will complete a request for use with the building principal. Students will be directed that the personal electronic device is only to be used during that class and for the purposes specified by the instructor and under the direction of the instructor.

Students may not wear headphones in the building during school hours, with the exception of lunch. Headphones may only be used under the discretion of the instructor.

The production, possession, transmission and/or distribution of text material including but not limited to sexually suggestive images, nude or partially nude images, or sexually explicit text in any media is strictly prohibited. Any student receiving such images is required to immediately report to a building administrator. Students may be subject to all district forms of discipline, including police involvement/ arrest.

Any form of bullying on electronic devices will not be tolerated. Any student who feels he/she is being bullied needs to report incident to building administrator.

Students with individualized education plans (IEPs), 504 Plans, or documentation from a medical practitioner that specifically requires the use of an electronic device may do so as specified.

If a student is seen by a staff member with a personal electronic device the following action and consequence will occur:

<b>Offense</b>	<b>Action Taken</b>	<b>Consequences</b>
1st Offense	Student directed to put device away	
2nd Offense	Device confiscated and returned to the student at the end of the day	One day of lunch detention Parent contacted
3rd Offense	Device confiscated and returned to the parent at the end of the day	One day after school detention Parent Conference with Administration
4th+ Offense	Device confiscated and returned to the parent at the end of the day	One day of In-School Suspension Parent Conference with Administration

It is understood that the consequences outlined above are considered minimum consequences and may be amended or altered depending on the circumstances.

**C. Communication:**

Students are to go to the office to make phone calls home. Parents/guardians are encouraged to call the school office. The school office staff is excellent at relaying messages from parents to students. Emergency phone calls can always be made in the main office, guidance office, health office or classrooms during school hours.

***D. The Cherry Valley-Springfield Central School District will not be held responsible for the loss, theft or destruction of any portable electronic devices, including cell phones. Further, the district is not responsible for locating a device that has allegedly been stolen or missing.***

**E. Annual Review**

The Board of Education and the Cell Phone & Personal Electronic Devices Committee shall bi-annually review the Student and Personal Electronic Devices Policy to evaluate the effectiveness of the policy, and to stay current in the ever-expanding capabilities of cell phones and electronic devices.

**Cherry Valley-Springfield Central School District**  
**Revised: 11172022**