

EDAA – USE OF CELL PHONES

1. USE OF PERSONAL AND/OR WLCSD PROVIDED CELLULAR TELEPHONES

School staff members are expected to exercise discretion in the use of cell phones. Use of a cellular telephone by a school staff member for district business purposes shall not interfere with the staff member's ability to satisfactorily perform the duties of his/her job. Making or receiving personal calls or texts during the working hours is restricted to health or safety emergencies. Personal use of cell phones is permitted during non-assigned working hours.

2. PERSONAL USE OF WLCSD PROVIDED CELLULAR TELEPHONES

The WLCSD may issue a business cell phone to an employee for work-related communications. Such phones are to be used for business reasons only. Phone bills may be audited to ensure no unauthorized use has occurred. Personal calls will be limited to emergencies only.

First Reading: April 29, 2014

Second Reading: May 13, 2014

Final Adoption: June 10, 2014