

## **Personal Electronic Devices and Social Media - Staff**

Staff possession or use of personal electronic devices (PEDs) on district property, in district facilities during the work day, and while staff is on duty at district-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 superintendent. At no time will PEDs be used in a manner that interferes with staff duties and responsibilities for the supervision of students.

PEDs are devices not issued by the district that are capable of electronically communicating, sending, receiving, storing, recording, reproducing, and/or displaying information and data.

PEDs shall be silenced during instructional or class time, while on duty, or at any other time where use of the device would cause a disruption of school activities or interfere with work assignments. PEDs that have the capability to take photographs or record video or audio shall not be used for such purposes while on district property or while a staff member is on duty in district-sponsored activities, unless expressly authorized by the principal or designee for a use directly related to and consistent with the employee's assigned duties. Computers, tablets, iPads, or similar devices brought to school will be restricted to academic activities during duty time.

The district will not be liable for loss or damage to PEDs brought onto district property and to district-sponsored activities.

### **Personal Use**

Staff members shall utilize social media websites, public websites, and blogs judiciously and must not post confidential information about students, staff, or district business.<sup>1</sup> Staff must not post images of district facilities, staff, students, volunteers, or parents without authorization from persons with authority to grant such a release. Staff members must treat fellow employees, students, and the public with respect while posting on social media websites, public websites, and blogs in order to prevent disruption in school.

### **District Use**

Communication with students outside the school day must be appropriate, professional, and related to school assignments or activities. When communicating with students electronically, staff should use district-sponsored options including social media, iMessaging, grading programs, or district e-mail utilizing mailing lists to a group of students rather than individual students. Text messaging with students is discouraged. Communication with students using PEDs regarding non-school-related matters is prohibited during work hours and strongly discouraged at all other times.

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<sup>1</sup>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 with superintendent or designee approval.

Staff are subject to disciplinary action up to and including dismissal for using PEDs in any manner that is illegal or violates the terms of this policy. 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, e-mailing) may constitute a crime under state and/or federal law. Any person taking, disseminating, transferring, or sharing obscene, pornographic, or otherwise illegal images or photographs, will be reported to law enforcement and/or other appropriate state or federal agencies.

Staff actions on social media websites, public websites, and blogs, while on or off duty, that disrupt the school environment, are subject to disciplinary action up to and including dismissal. A "disruption" for purposes of this policy includes, but is not limited to, one or more parents threatening to remove their children from a particular class or particular school, and/or a threatened or actual negative impact on the learning environment.

Licensed staff are subject at all times to the Standards of Competent and Ethical Performance for Teachers.

The superintendent shall ensure that this policy is available to all employees.

END OF POLICY

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**Legal Reference(s):**

[ORS 167.057](#)  
[ORS 163.432](#)  
[ORS 163.433](#)  
[ORS 163.684](#)  
[ORS 163.686](#)  
[ORS 163.687](#)

[ORS 163.688](#)  
[ORS 163.689](#)  
[ORS 163.693](#)  
[ORS 163.700](#)  
[ORS 326.011](#)  
[ORS 326.051](#)

[ORS 332.072](#)  
[ORS 332.107](#)  
[ORS 336.840](#)

[[OAR 584-020](#)-0000 to -0035]

Copyrights, Title 17, as amended, United States Code; 19 C.F.R. Part 133 (2014).

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).