

Newberg School District 29J

Code: **EGACA**
Adopted: 7/14/03
Readopted: 12/11/06; 3/15/10

Staff Use of Personal Communication Devices

The Board recognizes that the use of Personal Communication Devices (PCDs) may be appropriate to provide for the effective and efficient operation of the district and to help ensure safety and security of district property, staff and others while on district property or engaged in district-sponsored activities. To this end, the Board authorizes the purchase and employee use of PCDs, as deemed appropriate by the superintendent.

District-owned PCDs shall be used for authorized district business purposes, consistent with the district's mission and goals. Personal use of such equipment is prohibited except in emergency situations. Any expenses incurred for emergency situations shall be reimbursed to the district.

Use of PCDs in violation of Board policies, administrative regulations or state and federal laws shall result in discipline up to and including dismissal and referral to Government Standards and Practices Commission and law enforcement officials, as appropriate.

The superintendent shall develop administrative regulations as necessary for the implementation of this policy, including a uniform and controlled system for identifying employee PCD needs, monitoring use and reimbursement. Provisions may also be included for staff use of privately-owned PCDs for authorized district business.

END OF POLICY

Legal Reference(s):

[ORS 244.010](#)
[ORS 244.020\(15\)](#)
[ORS 244.040\(1\)\(a\)](#)
[ORS 244.120](#)
[ORS 332.105](#)
[ORS 332.107](#)

Davidson v. Or. Gov't Ethics Comm'n, 300 Or. 415 (1985)

OR. GOV'T STANDARDS AND PRACTICES COMM'N, ADVISORY OPINIONS 02S-020 (Aug. 2, 2002), 02A-1008 (July 12, 2002), 01A-1004 (June 1, 2001) and 98A-1003 (July 9, 1998).