

The district has determined that for the purposes of public safety and to enhance communication with and between certain personnel within the district, that certain designated district personnel shall be provided with cellular telephones to be used for official school business.

The Superintendent, or his or her designee, shall be responsible for determining those employees who shall be provided with a cellular telephone and shall maintain a list of authorized district users.

The district shall be responsible for the cost of the equipment and for the most cost effective plan for the purpose of district business.

The Superintendent, or his or her designee shall review, on a periodic basis, the cellular phone usage.

It is recognized that it is not practical to completely limit cellular telephone use to school business only. Any enhancements or usage of the equipment other than for school business shall be a cost borne solely by the employee and reimbursement to the district shall be in accordance with procedures as established from time to time by the Superintendent, or his or her designee.

The use of a district cellular telephone is a privilege and not a right or benefit and may be revoked at any time by the district.

In addition, since employees are issued district-owned cell phones in connection with their work responsibilities, employees should not have an expectation of privacy with respect to information contained on the device (e.g. text messages, records of phone calls).

As with any district-owned equipment, employees must take proper care of cell phones and take all reasonable precautions against damage, loss, or theft. Any damage, loss, or theft must be reported immediately to the Business Office. Since employees are responsible for the safe return of district-owned cell phones, employees who use district-owned cell phones may be liable for damages or loss which occur during the period of use.

Date of Board Approval: October 26, 2010
Johnson City Central School District, Johnson City, New York