

Policy Committee Meeting

Tuesday, May 23, 2023 4:30 PM

Board Assembly Room, 1250 West Broadway Avenue, Minneapolis, Minnesota 55411

1) **Call to Order and Roll Call**

2) **Adoption of Agenda**

3) **Acceptance of Minutes**

3)a. April 25, 2023

4) **Reports and Discussion**

4)a. Policy Reviews

4)a.1. Review Policy 3700 (Fund Balance)

4)a.2. Review Policy 4016 (Family Medical Leave Act)

5) **Old Business**

5)a. Revision of Policy 5210 (2023-0027)

6) **Adjournment**

**OFFICIAL MINUTES
MINNEAPOLIS BOARD OF EDUCATION**

**POLICY COMMITTEE MEETING
APRIL 25, 2023**

CALL TO ORDER

Chair Lori Norvell called the meeting to order at 4:30 p.m., a quorum being present.

ROLL CALL

Present: Directors Sharon El-Amin, Fathia Feerayarre, Adriana Cerrillo (arrived after roll call at 4:40 p.m.), Collin Beachy (arrived after roll call at 4:32 p.m.), Lori Norvell (5)

APPROVAL OF AGENDA

El-Amin moved to approve the agenda.

On a voice vote, the motion was adopted unanimously.

APPROVAL OF MINUTES

El-Amin moved to approve the minutes from the March 28, 2023 meeting.

On a voice vote, the motion was adopted unanimously.

REPORTS AND DISCUSSION

Policy Reviews

Review Policy 5560 (Eligibility For Student Activities)

Staff provided a review of policy 5560 (Eligibility For Student Activities) and its regulations.

NEW BUSINESS

Revision of Policy 5635 and Adopting Policy 5637 (2023-0024)

Beachy moved to forward the proposed revision of policy 5635 and adopting policy 5637.

On a voice vote, the motion was adopted unanimously.

Revision of Policy 5210 (2023-0027)

Beachy moved to forward the proposed revision of policy 5210 to the full board with the committee's recommendation, with two amendments to the language as presented: 1) in section 2d, third sentence,

remove the phrase, “for the reasons outlined under this policy”; and 2) in section 5b, revert the review frequency to required on an annual basis.

On a voice vote, the motion was adopted unanimously.

ADJOURNMENT

Without objection, Chair Norvell adjourned the meeting at 5:43 p.m.

Minutes submitted by Ryan Strack, Assistant to the Superintendent and Board.

Meeting materials: <https://meetings.boardbook.org/Public/Agenda/1807?meeting=576577>

DRAFT

SECTION 1:**AMENDMENT** “Policy 5210: Student Personal Electronic Devices” of the Minneapolis Public Schools Policies & Regulations is hereby *amended* as follows:

AMENDMENT

Policy 5210: Student Personal Electronic Devices

1. **PURPOSE**

The primary purpose of the district is to educate students. Education is to prepare them for post-secondary pursuits such as college or careers, and life as an adult. ~~Increasingly~~ ~~s~~Success both in college and in careers ~~depends on~~ requires appropriate use of ~~available~~ technology. ~~Increasingly students have access to existing and emerging technologies through personal electronic devices.~~ Appropriate guided use of these devices may enhance the educational experience and should be aligned with the academic goals of the classroom, social and emotional skills schools integrate into their climates and cultures. Age-appropriate private use of these devices that does not interfere with the educational process should be permissible. The purpose of this policy is to establish the parameters for the possession and use of personal electronic devices that are capable of ~~transmitting~~ sharing or receiving data or images. The District continues to have high expectations for student behavior in the use of such devices permitted under this policy. ~~Personal electronic devices can be a powerful educational tool, but possession and use of personally owned devices at school is a privilege, not a right.~~

2. **GENERAL STATEMENT OF POLICY**

- a. High ~~S~~school students may ~~have~~ possess personal electronic devices with them at school, or at non-public school events off campus. ~~Unless the device is being appropriately used under 2.B below, the student shall secure the personal electronic device either out of sight or holstered and turned off.~~
- b. High School student use of personal electronic devices is limited to:
 - i. Before and after the regularly scheduled school day;
 - ii. During the student’s scheduled lunch period;
 - iii. During passing time between classes;
 - iv. During class as established by classroom norms set forth by the students and the teacher ~~time when the classroom teacher permits the use for educational purposes only~~; and
 - v. During the school day by permission from the school principal or principal’s designee for personal purposes.
- c. Students in grades 6-8 may ~~posses~~ have personal electronic devices with them at school or at non-public school events off campus. ~~Unless the device is being appropriately used under 2.D. below, the student shall secure the personal electronic device out of sight, or holstered and turned off.~~
- d. Students in grades 6 - 8 may use personal electronic devices under the

following conditions:

- i. Before and after the regularly scheduled school day;
 - ii. During class time when the classroom teacher specifically permits the use for educational purposes only; and
 - iii. During the school day by permission from the school principal or principal's designee for personal purposes.
- e. Students in grades K- 5 may ~~possess~~have personal electronic devices with them only upon request of the student's parent or guardian and with the permission of the principal. The device must be kept out of sight and turned off except when being used appropriately under 2.F. below.
- f. Students in grades K-5 who have obtained permission to ~~possess~~have a personal electronic device at school or at non-public school events may use it under the following conditions:
- i. Before and after the regularly scheduled school day;
 - ii. During the school day with the express permission of a classroom teacher for educational purposes only; or
 - iii. During the school day with the permission of the principal or principal's designee for personal purposes.
- g. Students bring personal electronic devices to school at their own risk. The District assumes no liability for loss, theft, damage, nor liability for any unauthorized use of an electronic device. If a device is confiscated ~~under this policy~~, no responsibility for the safety or security of the device is guaranteed.
- h. Students may not during school or at non-public school sponsored events employ the photographic, videographic, audio recording or reproduction capacity of any electronic device for the purposes of photographing, video capture, recording or reproduction of the same of any student or staff person without the express consent of the staff person, or under the supervision of a teacher or administrator. This section applies at all times while on school premises including school buses or at non-public school sponsored events, regardless of the location.
- i. Under no circumstances may personal electronic devices be used in locker rooms, restrooms or rooms designated for changing clothing.

3. STANDARDS FOR RESPONSIBLE USE

- a. Students who ~~are permitted to~~ use personal electronic devices during instructional time shall exhibit respect for the educational environment by:
 - i. Following established classroom norms set forth by the students and the teacher for ~~classroom teacher instructions for classroom~~ use;
 - ii. Using devices only as they do not distract from the educational process or disturb other students;
 - iii. Respecting copyright rights of others;
 - iv. ~~Refraining from~~Not using devices to cheat or ~~assisting~~help others to cheat.
- b. Use of personal electronic devices on school buses shall not interfere with the safe operation of the bus, or the safety of students or driver.
- c. At public events, students may use personal electronic devices to photograph,

videograph, or record the audience. Events that do not involve copyrighted materials may be recorded.

- d. Students will respect the privacy of others and will not post or upload pictures or recordings taken during school or at non-public school events of others to the internet nor e-mail pictures or recordings to others without the express advance permission of the persons in the photograph or recording.
- e. Use of personal electronic devices is also subject to other District policies regarding copyright, bullying, cheating, harassment, plagiarism, acceptable use of the internet and District e-mail. If a violation occurs which involves more than one District policy, consequences for each policy may apply.

4. CONSEQUENCES FOR VIOLATIONS

a. ~~Failure to keep a device off or appropriately secured~~Inappropriate student use of a personal electronic device.

- i. Student use of the devices in classrooms or during instructional time should be guided by the use of classroom norms set forth by the students and teacher. The teacher is responsible for outlining that protocol at the onset of the class during that school year or period.
- ii. Consequences for student violation of outlined norms will follow student behavior guidelines as outlined in Regulation 5200A: Classification of Behavior and Responses and other applicable regulations.
- iii. ~~At the first infraction, the staff person shall require the student to secure the device and turn it off. The staff member may require the student not to respond to a call. The student will be reminded as to the consequences for failure to keep the device off and appropriately secured.~~
- iv. ~~At a second infraction, the staff person shall confiscate the device and turn it in to the school office, where the student may retrieve it after the close of classes for the day.~~
- v. ~~At a third infraction, the staff person shall confiscate the device, notify the parent or guardian, and turn it into the school office where the parent or guardian may retrieve the device. The principal or principal's designee may elect to return a device to a student. The parent will be notified of the consequence of an additional infraction.~~
- vi. ~~At a fourth infraction, the student will forfeit the privilege to possess or use a personal electronic device at school.~~

b. Inappropriate use of a device

- i. ~~At the first infraction, the staff person shall confiscate the device, turn it into the office, inform the parent or guardian of the infraction, and reeducate the student on appropriate use. The student may be subject to other disciplinary actions based on the circumstances of the infraction.~~
- ii. ~~At the second infraction, the student will forfeit the right to possess or use a personal educational device at school without the express permission of the principal or site administrator. The student may be~~

~~subject to other disciplinary actions based on the circumstances of the infraction.~~

~~iii. If any infraction is a violation of law, school authorities will notify the appropriate law enforcement agency.~~

5. RESPONSIBILITY

- a. The Superintendent is authorized to promulgate regulations to implement this policy.
- b. This policy shall be reviewed on an annual basis ~~on an annual basis~~ to assure that use of personal electronic devices remains consistent with providing an appropriate educational environment for all students.
- c. Classroom teachers are responsible for guiding appropriate use of student personal electronic devices in their classrooms and while students are under their supervision. Teachers shall not require the use of personal electronic devices for purposes of learning or completion of class requirements. Teachers are responsible for reporting inappropriate use.
- d. Students are responsible for the safety and security of any personal electronic device brought to school. Students are responsible for the appropriate use of any device brought to school. Students are responsible for reporting inappropriate use to their teachers, administrators or other school staff.
- e. Parents are responsible to work with school principals to identify those situations where exceptions to use or possession policy is necessary to secure the health or safety of their children, and to participate in creating a plan for appropriate use under their family circumstances within the educational environment. Parents are responsible to reinforce the appropriate use of personal electronic devices by their children.
- f. The Principal is responsible for communicating this policy to all community stakeholders including students, staff, families, and partners ~~school staff, and to all students.~~

Original Adoption:

08/23/2011

Revision Dates:

8/17/2015

MPS Policy Cross References:

- Policy 5200 (Behavior Standards and Code of Conduct)
- Policy 5201 (Bullying and Hazing Prohibition)
- Policy 4002 (Harassment and Violence Prohibition)
- Policy 5635 (Reporting Maltreatment of Minors and Vulnerable Adults)
- Policy 5680 (Search of Students/ Lockers/ Desks/ Motor Vehicles)
- Policy 6680 (Safety, Security and Emergency Preparedness)

Equity Considerations for Policies

Student Personal Electronic Devices Policy 5210

April 2023

Policy Sponsor: Shawn Harris-Berry

MPS Equity and Diversity Policy 1304

“The Board of Directors, Superintendent and staff commit to conducting an Equity and Diversity Impact Assessment on *all future policies that have a significant impact on student learning and resource allocation*. This commitment also includes conducting assessments on *policies that are periodically reviewed and updated* through the policy development process that have a significant impact on student learning and resources allocation.”

Identify Your Policy Recommendation

Use the space below to identify your policy recommendation as either **1) an existing policy requiring no changes, 2) current policy with needed revisions, 3) current policy needing a repeal; policy no longer needed, 4) current policy needing a repeal; subsume some parts into other policies, or 5) a new policy.**

Current policy with needed revisions

Recommended Policy Change

Provide a brief description below of the policy recommendation. If you have supporting documents, you may provide the URL for the EDIA Team to access your recommendation or attach the supporting documents in an email when you submit this document to the EDIA team.

Current Policy

If applicable, use the space below to summarize what the current policy states. Provide the URL for audiences to read the full board policy. If this is an existing policy with no changes needed, state that below.

<https://mps.municipalcodeonline.com/book?type=policies#name=Policy 5210: Student Personal Electronic Devices>

Recommended Policy Change

If applicable, use the space below to summarize the recommended changes to the existing policy. If this is an existing policy with no changes needed, skip this question.

- In general, update language to reflect current practices.
- Removed language around disciplinary action.

- Added in language to ensure student-teacher collaboration in developing personal electronic usage in the classroom.

Additional Information

Use the space below to share additional information or context about the policy recommendation.

N/A

Meaningful Inclusion of Diverse Perspectives on the Policy Recommendation

Describe the ways in which you’ve worked to ensure that you have meaningfully included diverse perspectives from internal and external stakeholder groups in the policy recommendation process.

Explain who you engaged with, how they were engaged, and when these engagements took place. When explaining how you engaged with stakeholders, specify whether you informed (shared information with stakeholders), consulted (shared information with and gathered feedback from stakeholders), or collaborated (partnered with to inform, gather feedback, and co-constructed the policy recommendation).

If you had trouble with engagement, you could also use the space to identify ways you tried to engage stakeholders. You can also describe how you used information gathered in the past to inform your policy recommendation process.

| Internal Engagement including staff | External Engagement including students, families, and community members |
|---|---|
| <ul style="list-style-type: none"> • Principal Forum reviewed and discussed with the Forum Executive Board, April 10, 2023. The president will share with their Forum constituents. • ED of Climate and Equity Dec 2022, March 23 • ED of Communications Dec 2022, March 23 • ED of Engagement Dec 2022, March 23 • Associate Superintendents Dec 2022, March 23 | <ul style="list-style-type: none"> • DPAC April Meeting (Canceled) • Student Council Citywide April 17, 2023 • MFT—received a copy of the policy revisions via email from Senior Leader Candra Bennett for feedback. |

Identify the Current Problem

Describe what data (including conversations with stakeholders) tells you about possible existing student inequities. Include the evidence in this section or you may send the EDIA team the data that supports why there is a need to recommend the policy change.

Student personal electronic use in the classroom, based on the existing policy, is determined solely by the teacher. Potentially negatively impacting students academic performance as well as classrooms and buildings culture and climate.

Describe what the potential root causes or factors are that contributed to the inequity - including factors that are within MPS' locus of control as well as factors that are outside of MPS' locus of control.

Naming what is within or outside of your locus of control informs decision makers about what possible measures may need to be taken, including legislative efforts and partnerships to be built to tackle the root causes.

| Root Causes or Factors (within MPS' locus of control) | Root Causes or Factors (outside of MPS' locus of control) |
|--|--|
| The policy needs to be updated to reflect current practices | N/A |

Equity Consideration if the Policy Recommendation is Approved/Implemented

Identify what practices and/or core functions may be impacted by the recommendation. This could include internal (division and/or department) team structures, staffing, roles, and responsibilities as well as any state or federal level mandates.

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|-----|
| N/A |
|-----|

Specify which student groups you anticipate will be positively impacted by the recommended policy change, and how.

| Group(s) Positively Impacted | How the Approved Recommended Policy will Positively Impact the Group(s) |
|-------------------------------------|--|
| All students | Allows student-teacher collaboration in developing personal electronic usage in the classroom. |

Furthermore, identify which specific student groups may be negatively impacted by the policy recommendation and describe how you plan to mitigate the negative impact and/or harm.

| Group(s) Negatively Impacted | Mitigation Plan |
|-------------------------------------|------------------------|
| None | N/A |

Additional Information and Considerations

Use the space below to share any additional information that would be helpful to know.

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