



CHANNELVIEW INDEPENDENT SCHOOL DISTRICT

“Actively Engaged in the Future of Our Community”

Office of the Superintendent
Mr. Greg Ollis

February 2, 2009

Dear Students and Parents,

Channelview ISD is committed to maintaining the highest quality instructional environment possible. The CISD Board of Trustees recently approved the adoption of a new policy (FNCE-LOCAL) that prohibits the use of Electronic Communication or Entertainment Devices (ECED) during the instructional day. A summary of the procedures to enforce the new policy are outlined below:

- During the instructional day (begins when the first tardy bell rings and ends after the dismissal bell rings), students are prohibited from using all ECED's, such as, but not limited to: cellular phones, camera/video phones, pagers/beepers, PDA's, handheld games, mp3 players, camcorders, and DVD players.
- The ECED must be turned off and out of sight until the end of the official instructional day. ***Placing a cell phone on silent/vibrate mode and text messaging is not considered turned off.***
- Any ECED is subject to search in the event the school administrator(s) believe reasonable suspicion exists to support the search.
- Failure to comply with Policy FNCE-Local will result in the following:
 - **First Offense** – District personnel shall confiscate the ECED and turn it into the appropriate administrator. The ECED may be released ONLY to the parent/guardian after a 24-hour waiting period, an administrative conference, and an administrative fee of \$15.00 cash has been paid, as authorized by the Texas Education Code (TEC-37.082 and School Board Policy).
 - **Second Offense** – District personnel shall confiscate the ECED and turn it into the appropriate administrator. The ECED may be released ONLY to the parent/guardian after a 48-hour waiting period, an administrative conference, and an administrative fee of \$15.00 cash has been paid, as authorized by the Texas Education Code (TEC-37.082 and School Board Policy).
 - **Third and Subsequent Offenses** - District personnel shall confiscate the ECED and turn it into the appropriate administrator. The ECED may be released ONLY to the parent/guardian after a waiting period of one week (five school days), an administrative conference, and an administrative fee of \$15.00 cash has been paid, as authorized by the Texas Education Code (TEC-37.082 and School Board Policy).
 - If a student is disrespectful or refuses to release the ECED a Level II or higher disciplinary action, as outlined in the Student Handbook, may be taken.
- Students who need to contact their parents during the instructional day should request the use of a school phone which is available by request and based on need.
- If an emergency should occur and parents need to speak to their child, please contact the campus' main number for assistance.

- During state mandated testing (TAKS, TAKS-A, TAKS-M, TAKS ALT), students are expected to turn their phones in to the classroom teacher before the test begins. A student's test score may become invalid if he/she is found with a cell phone in possession or a cell phone goes off during the test. In addition, the above cell phone policy will be followed and other disciplinary action may be taken.
- The district will give a 30-day notice to the person whose name and address is on a confiscated ECED of intent to dispose of any unclaimed device. The district will not assume responsibility for any item that is damaged, lost, or stolen.

A complete copy of the amendment to the 2008-2009 Student Handbook is attached to this letter. Each student is required to return the bottom portion of this letter signed and dated to his/her school by Monday, February 16th. A grace period will be in effect from March 2, 2009 through March 13, 2009. Upon return from Spring Break on Monday, March 23, 2009, the policy will be in place and the outlined consequences will be in effect.

Sincerely,



Greg Ollis
Superintendent of Schools

I acknowledge receipt of a copy of the Prohibition of Electronic Communication and Entertainment Devices. I agree to read the procedures, understand them, and abide by them. I understand that failing to follow these procedures will result in disciplinary action.

Parent Signature

Date

Student Signature

Date