



CLEBURNE COUNTY BOARD OF EDUCATION

Chad E. Young, Superintendent

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**Employee Cell Phone Policy
2020-2021**

In belief that instructional/supervisory duties should not be diminished due to outside distractions, CCBOE employees will follow:

Personal cell phones shall not be used (including but not limited to texting, messaging, social media, internet, emailing, or phone communications) between 7:00 a.m. and 3:00 p.m. except for:

1. Extreme emergency
2. Permission granted from the principal /supervisor
3. Or at a time when the employee is not responsible for students.

Personal or District issued cell phone use in CCBOE vehicles

Regardless of other provisions of this policy, unless there is an emergency, employees shall not use cell phones when:

1. Driving district-provided vehicles.
2. Operating a vehicle in which a student is being transported on district property.
3. Supervising students who are entering or exiting a vehicle, crossing thoroughfares, or otherwise safely reaching their destination.

Employee Signature: _____ Date: _____