### Education Committee

# Public Meeting Agenda

Wednesday, September 18, 2024 6:00 pm via Zoom

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## Report to the Education Committee (Richmond) PUBLIC

Date: September 18, 2024

From: Rob Laing, Assistant Superintendent Wennie Walker, Director of Instruction, Learning and Business Technologies

Subject: Personal Digital Devices Policy and Guidelines

The district initiated an engagement process to gather input from students and partner groups to inform the development of a revised District Code of Conduct policy and to create guidelines on the Acceptable Use of Personal Digital Devices. A draft revision of Policy 105: District Code of Conduct was circulated back to partner groups for additional feedback and discussion, along with a newly drafted Policy 104-G (A) Acceptable Use of Personal Digital Device Guidelines. Further revisions were made based on input received from students, partner groups, and the Board Policy Committee.

#### POLICY & GUIDELINES

The final version of the revised policy was brought as a recommendation through the Policy Committee to the Board of Education on the June 19<sup>th</sup>, Public Board meeting, and the motion to update Policy 105: District Code of Conduct was passed.

#### Policy 105: District Code of Conduct

#### Policy 104-G (A): Acceptable Use of Personal Digital Devices

#### COMMUNICATION & IMPLEMENTATION

The successful implementation of the policy and guidelines has been supported by a comprehensive communication plan. The district adopted a phased approach, allowing time for thoughtful reflection, discussion, and opportunities for questions and clarifications.

In addition to their involvement in developing the policy revisions and acceptable use guidelines, principals and vice principals received a communication timeline, a list of action items, and considerations for school-based implementation. These were revisited during the school opening PVP meeting, where a more detailed breakdown of communication responsibilities was provided. Administrators were encouraged to ask questions or seek clarification, with responses shared among the group.

A district-wide communication was posted on RichNet, providing all employees with information and links to the updated policy and guidelines. This communication outlined how the district was informing our parent/caregivers and community, offered suggestions for school-level communication, and emphasized the importance of all staff being explicit with students on their classroom routines and expectations.

#### CONCLUSION

Through a collaborative engagement process, including students and partner groups, the district has updated Policy 105: District Code of Conduct and is implementing Policy 104-G (A): Acceptable Use of Personal Digital Devices guidelines in accordance with the Ministry's mandate. The comprehensive communication plan strived to provide clarity and support a smooth implementation across all schools and within our parent community. Continued feedback and engagement will play a key role in ensuring the policy's success in promoting healthy digital habits and fostering focused learning environments.

Respectfully submitted,