



Community School District 13
355 Park Place
Brooklyn, NY 11238



Meghan Dunn, Superintendent

Darlene Cameron, Deputy Superintendent

Lisa H. Pilaski, Executive Director

13K056 Personal Electronics Free Policy School Year 2025 - 2026

District 13 is committed to optimizing our school learning environments for all students. To ensure that we are maximizing our instructional time and supporting all students' interpersonal development, we have a district wide personal electronics free policy. We believe in the importance of fostering meaningful interpersonal interactions, encouraging play, and cultivating moments of joy throughout the school day. These values help support the overall well-being and development of our students. As such, our electronics free policy is a standard expectation across all schools in the district.

All personal electronics and internet enabled devices including but not limited to: phones, smart watches, personal gaming devices, ipads, Walkmans, AirPods, iPods, digital cameras, etc., are not to be put out or used during school, including after school programming. For the upcoming school year, the regular school day at 13K056 is 8:20am and 2:40pm once it begins, our after school programming will dismiss at 5:00pm.

For all questions and communication regarding the Cell Phone Policy at 13K056, please contact the School Cell Phone Policy Supervisor, Dean Donnelley at 718-857-3149, Extension 209.

Daily Process

- A designated collection point, supervised by staff members, will be set up by the auditorium lobby entrance to the building, between times 8:00am and 8:40pm. Devices will be stored in a bin which will remain in the main office during the school day.



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- At the end of the school day, devices will be distributed by school staff in the auditorium lobby between times 2:20 and 2:40.
- Students who were late will have to pick up their device from the main office.
- Students with approved early dismissal will retrieve their devices in the main office.

Emergency Communication

In case of emergency, if you need to contact your child during the school day, please call School Secretary Ms. Best the main office at 718-857-3149. If your child needs to contact you, phones are available in the main office and guidance office for emergencies.

Additionally, the school uses Konstella to send out whole school communication including any emergency updates. During the beginning of the school year, we will confirm that you have access to these communication platforms. If you have questions about our school based communication platforms please contact Parent Coordinator Mr. Williams at 718-857-3149.

Disciplinary Policies

Disregarding the Electronics Free policy is a violation of both New York State Law and Chancellor's Regulation A-413. Below are some sample disciplinary responses. Please review the New York City Public School's Discipline Code for a full explanation of the disciplinary policy.



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Sample Cell Phone Infractions	Possible School Actions
<ol style="list-style-type: none">1. Having an electronic device out2. Having an electronic device turned on3. Using an electronic device	Device will be taken by school staff; parent/guardian will be contacted; device will be returned at the end of the day.
<p>If students uses their phones to:</p> <ol style="list-style-type: none">1. Take pictures2. Record classmates and our staff members (or off campus)3. Share inappropriate content with classmates4. Cyber-bully, e.g., posting negative comments on Facebook or any social media outlets	Please review the New York City Public Schools Citywide Behavioral Expectations . These sample infractions constitute serious offenses to student safety and well-being of our entire school community. <u>These harmful activities can constitute school-based discipline, even if they occur off school grounds or with students from other schools.</u>
The school reserves the right to create an individual intervention plan for students who consistently and habitually do not follow the district wide cell phone policy.	

Policy Exceptions

Exceptions to this policy will be limited and considered on a case-by-case basis. For example, students eligible for Assisted Technology (AT) Support pursuant to their Individualized Education Plan (IEP) and/or as a 504 accommodation and they do not have a DOE device; students who need their device for a medical reason; students who require translations and there are no other options available at the school or where otherwise required by law. . Please reach out to Ms. Hochman at 718-857-3149 for more information. Exceptions will be processed and approved within 1 calendar week.



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