



New York City Department of Education

Long Island City High School

Vivian P. Selenikas, Principal

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Dear Parents/Guardians and Students,

As of March 3, 2015 we will be implementing a new electronic device policy in Long Island City High School. The policy will be in accordance with Mayor DiBlasio's recent change to the 2013 Chancellor's Regulations regarding the electronic policy in New York City Public Schools. Students must put their electronic devices away upon entry into the school building. Students will be allowed to use their electronic devices during their lunch period in the **lunch room only**. Electronic devices may be used for instructional purposes during small learning groups, pair work, or independent work in the classroom with the express and explicit permission of the classroom teacher.

Recording devices, either auditory or visual in nature, can invade the privacy of other students and as such are prohibited from use in such non-instructional areas as the cafeteria or the hallways without the express permission of supervisor of that area, and so long as no other student working in the area objects to being recorded.

Electronic devices must be stored away when they are not being permissibly utilized. **Students are responsible for their personal possessions. Any lost, missing, damaged, or stolen electronic device(s) will be at the owner's expense.**

Students seen using the electronic device in areas other than the lunch room or with permission of the subject teacher, will be asked to put the device away. **ANY STUDENT WHO REFUSES TO PUT HIS/HER ELECTRONIC DEVICES AWAY WHEN ASKED, WILL HAVE THE ELECTRONIC DEVICES CONFISCATED. STUDENTS WHO REFUSE TO COMPLY WITH THIS DIRECTIVE MAY BE SUBJECT TO DISCIPLINARY ACTION.**

The electronic device confiscation will be as follows:

- **First Offense:** Student will get his/her electronic device back at 4:30 p.m. If the student has night school, the student will get the electronic device returned after his/her last scheduled class.
- **Second Offense:** A parent/guardian over age 21 must come to pick up the electronic device between 4:00 p.m. - 6:00 p.m., as this is the time when we have staff available to review the policy and this regulation with the adult and the student.
- **Third Offense:** A parent/guardian must pick up the device between the hours of 4:00 p.m. - 6:00 p.m. and the student may be subject to further disciplinary action according to the violation code in the Chancellor's Regulation.

Any questions, please feel free to call Ms. Eng Sang, Assistant Principal of Security at 718-545-7095 extension 4401, Monday through Friday from 8:00 a.m. - 6:00 p.m.

Sincerely,

Vivian Selenikas
Principal