

Kimberly School District #414  
**REGULAR BOARD MEETING FY26**

THURSDAY, NOVEMBER 20, 2025

**11-5 EMPLOYEE USE OF ELECTRONIC SERVICES - 5335**

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Revisions to Policy 5335 – Employee Use of Electronic Communication Devices were made by the District Technology Director to ensure the policy applies exclusively to staff, removing language originally intended for students under the 3000 series. The updates were guided by the Idaho School Boards Association (ISBA) model policies, which served as a reference framework for aligning the policy with current best practices and legal requirements.

**Additions (Highlighted Sections):**

- Clear procedures for taking devices out of state, remote access, and device inspection.
- Explicit prohibition of TikTok on District-issued devices, in compliance with IC § 18-6726 and Executive Order 2022-06.
- Guidelines for personalizing devices, including music and screen savers, with the caveat that content may be reviewed or disclosed.
- Clarified expectations for device protection, software management, and repair reporting.

**Removals (Strikethroughs):**

- Elimination of provisions related to personal reimbursement for District-issued device use.
- Removed outdated references to cell phones and pagers in favor of broader “electronic communication devices.”
- Struck language that applied to student-related instructional disruptions, aligning the policy strictly with employee responsibilities.