

Marcellus Central School District
Grade 7 - 10 1:1 Chromebook Program

As little as 10 years ago schools could only dream of one-to-one access to technology for all students. Recently, with the advent of Chromebooks, this dream has turned into a reality for Marcellus students.

Students in grades 7 and 8 were provided Chromebooks last year as a tool for their learning. Our goal was to monitor and evaluate the implementation and logistics before expanding the opportunity. It has become clear that as teachers promote use of Google Classroom for assignments and course materials, and utilize technology as a means to research, create, collaborate and produce learning content, it will become increasingly important for students to have access to their Chromebook at home. We also reviewed the amount of damage that we experienced as students carried their Chromebooks with them throughout the day.

In light of observations we have made here at Marcellus, as well as information we gathered from other districts who provide a similar opportunity, we have established a Chromebook Protection Plan. The protection plan, as described on the back side of this letter, is intended to promote responsible use of these devices and to protect students and the school from liability resulting from accidents and/or misuse. Beginning on Monday, October 30th, students will be allowed to take their Chromebook home with them. At that time, students will be given a charger to keep at home. It is the student's responsibility to charge the Chromebook at home and to remember to bring the device back to school the next day. As a reminder, the Chromebook is intended for educational purposes only.

If on any given day a student wishes to leave their Chromebook at school, they will leave it in their 8th period class and retrieve it the next day prior to going to homeroom. In this case, we will have some limited charging stations available for Chromebooks left at school but it is possible a student may not be able to charge the Chromebook for the next day. We will discuss these expectations and logistics with students prior to Chromebooks going home.

Please review the enclosed materials. All students and parents need to sign the student and parent pledge. On the back of the pledge you will find the options for the Protection Plan. Choose the option that is best for you and your child(ren). If you included your 7th or 8th grade child on the form sent home with your 9th or 10th grader, you do not need to complete the Protection Plan page. If you have any questions or need further clarification, please contact your child's principal. Return the signature page with your payment to your child's homeroom teacher or to the main office. The deadline to return this form is Friday, October 27, 2017.

Thank you!

(see reverse side)

Marcellus Central School District

Grade 7 - 10 Chromebook Protection Plan Details

The Marcellus Central School District recognizes that with our Chromebook 1:1 initiative there is a need to protect the investment for both the District and the student/parent. This document outlines coverage for those choosing the \$25 protection plan (first option) on the reverse side of this document.

Please refer to the following to understand how the Chromebook Protection Plan works:

Program Fee

- \$25 per student per year (non-refundable)

Coverage

Repair and/or replacement of school-issued Chromebook is covered under the following circumstances:

- **Accidental damage:** pays for accidental damage at home or school caused by liquid spills, drops, fire, electrical surge or any other unintentional event
- **Lost or stolen device:** pays for replacement if device is lost or stolen. A claim requires that a report be filed with the School Resource Officer within 48 hours of discovery of loss or theft.

Deductibles

The Chromebook Protection Plan makes use of a tiered deductible schedule to discourage repeated incidents of accidental damage or loss. Deductibles are per-year, meaning claims from a previous year are not used to determine the deductible for the current plan year.

	<u>Accidental Damage Deductible</u>	<u>Lost or Stolen Deductible</u>
First Incident	Up to \$25	\$100
Second Incident	Up to \$50	\$150
Third Incident	Up to \$75	\$200

Exclusions

Parents/guardians are responsible for costs associated with damage or loss due to the following:

- **Negligence:** if damage or loss occurs in conjunction with a dishonest, fraudulent, intentional, negligent or criminal act.
- **Consumables:** loss of charger or case
- **Jailbreaking:** alterations to the device which would otherwise void the manufacturer's warranty (removing cover or "jailbreaking" the Chrome operating system)

Other Pertinent Information

- There are no refunds once the Protection Plan Agreement is in effect.
- Cosmetic damage (e.g. scratches, dents or dings that do not affect functionality of the device) is not a cause for repair
- If a student withdraws/transfers from the Marcellus Central School District, the Chromebook Protection Plan agreement becomes null and void on the effective date of withdrawal. Devices not returned within seven (7) days of withdrawal will be reported as stolen.

Marcellus Central School District
Grade 7 - 10 Chromebook Responsible User Agreement
(return by October 27, 2017)

Student Pledge

Please read and check each box before signing:

- I will take good care of my Chromebook.
- I will never leave my Chromebook unattended.
- I will never loan my Chromebook to other individuals.
- I will know where my Chromebook is at all times.
- I will charge my Chromebook's battery every single day.
- I will report any technical issues to my teacher as soon as possible. I will not disassemble any part of my Chromebook or attempt any repairs.
- I will keep food and beverages away from my Chromebook since they may cause damage to the device.
- I will protect my Chromebook by always keeping it in the district-provided case.
- I will use my Chromebook in ways that are appropriate and meet Marcellus Central School District expectations.
- I will not place decorations (such as stickers, markers, etc.) on the Chromebook and/or case.
- I will not deface any identifying feature on any Chromebook.
- I understand that my Chromebook is subject to inspection at any time without notice and remains the property of Marcellus Central School District (in the event the Chromebook is not purchased from the District).
- I will follow the policies outlined in the Chromebook *Responsible User Agreement* and the District's *Acceptable Use Policy* while on or off campus.
- I will be responsible for all damage or loss caused by neglect or abuse.
- I agree to return the Chromebook, case, and power cord in good working condition at the end of each school year for refreshing/updating.
- I will not modify or disable the Chromebook in any way unless instructed by district personnel.
- I will not take inappropriate pictures or use the Internet inappropriately as defined by this *Responsible User Agreement* and the *Acceptable Use Policy*.
- I understand that this access is designed for educational purposes only. I understand that my actions may be cause for removal of my Chromebook privileges (either temporary or long-term).

As the user of this Chromebook I have read, understand, and will abide by the *Chromebook Responsible User Agreement*. I also understand that should I commit any violation, my access privileges may be revoked and further disciplinary action may be taken.

User's Full Name: _____

User's Signature: _____

Parent or Guardian Pledge

Please read and check each box before signing:

- I understand my child will use his/her designated Chromebook both on and off campus if electing to purchase insurance.
- I assume financial responsibility according to the *Chromebook Protection Plan* I elected and signed.
- I understand this access is designed for educational purposes, and any violation of this agreement by my child may be cause for removal of his/her Chromebook privileges (either temporary or long-term).
- As a district-owned device, I understand that the Chromebook issued to my child can be searched at any time for improper material or evidence of improper use.
- I will notify the Principal's office and file a police report in case of theft, vandalism and other acts covered by insurance.

As the parent or guardian of this student, I have read, understand, and will abide by this Chromebook *Responsible User Agreement*.

Parent or Guardian's Name: _____

Parent or Guardian's Signature: _____

Date: _____

(see reverse side)

Marcellus Central School District
Grade 7 - 10 Chromebook Protection Plan

2017-2018 Chromebook Protection Plan Election

- I choose to pay Marcellus Central Schools \$25 per child in 7th through 10th grade for coverage of theft, loss or accidental damage to my child(ren)'s Chromebook for the 2017-2018 school year. I have read and understand the deductible requirements and coverages.

\$_____ \$25 per child

Please remit payment in the form of a personal check or cashier's check made payable to "Marcellus Central Schools"

- I choose to assume responsibility for the cost of repair or replacement of my child(ren)'s Chromebook. I understand I am responsible for the cost to repair/replace the Chromebook in the event of damage, theft or loss.

Parent Information

Parent/Guardian Name: _____ E-Mail: _____

Parent/Guardian Signature: _____

GRADES 7 - 10 ONLY - Student Information

Student #1 Name: _____ Student #1 Grade Level: _____

Student #1 Signature: _____

Student #2 Name: _____ Student #2 Grade Level: _____

Student #2 Signature: _____

Student #3 Name: _____ Student #3 Grade Level: _____

Student #3 Signature: _____

Student #4 Name: _____ Student #4 Grade Level: _____

Student #4 Signature: _____