

## **Use of Technology – Chromebook Agreement**

Students and their parents are reminded that use of District technology is a privilege and not a right. School authorities may monitor anything done on any District-owned computer, network, or electronic communication device. Inappropriate use of District technology can result in limited or banned computer use, disciplinary consequences, removal from courses, loss of credit, receiving a failing grade, and/or legal action.

To understand the expectations of Delta County School District 50J, students and their parents are responsible for reviewing and agreeing to the District’s Student Use of the Internet and Electronic Communications Policy (JS) and the corresponding Student Use of the Internet and Electronic Communications Policy (Annual Acceptable Use Agreement) (JS-E).

### **Ownership of the Chromebook**

Delta County School District 50J retains sole right of possession of the Chromebook. The Chromebooks are loaned to the students for educational purposes only for the academic year. Moreover, Delta County School District 50J administrative staff and faculty retain the right to collect and/or inspect Chromebooks at any time, including via electronic remote access and to alter, add or delete installed software or hardware.

In order to take Chromebooks home, students will be assessed a non-refundable yearly checkout fee. Students will be required to return the Chromebooks at the end of each year or upon leaving the district. Effective beginning the 2019-2020 school year, graduating seniors who have paid the checkout fee for at least two years will be allowed to keep their Chromebook for personal ownership.

### **Responsibility for the Chromebook**

Students are solely responsible for the Chromebooks issued to them and must adhere to the following policies:

- Students must comply with the District’s Student Use of the Internet and Electronic Communications (JS) and (JS-R) and the corresponding Student Use of the Internet and Electronic Communications (Annual Acceptable Use Agreement (JS-E) when using their Chromebooks.
- Students must bring their Chromebooks to school every day and make sure it is fully charged.
- Students must treat their device with care and never leave it in an unsecured location.
- Students must keep their device in a protective case or backpack when traveling.
- Students must promptly report any problems with their Chromebook to their teachers who will report it to the DCSD Technology Department.
- Students may not remove or interfere with the serial number and other identification tags.
- Students may not attempt to remove or change the physical structure of the Chromebook, including the keys, screen cover, or plastic casing.
- Students may not attempt to install or run any operating system on the Chromebook other than the ChromeOS operating system supported by the district.
- Students must keep their device clean and must not touch the screen with anything (e.g., your finger, pen, pencil, etc.) other than approved computer screen cleaners. All liquids must be kept away from the device.

### **Responsibility for Electronic Data**

The students are solely responsible for any apps or extensions on their Chromebooks that are not installed by a member of the DCSD technology staff. Students are responsible for backing up their data to protect from loss. Users of District technology have no rights, ownership, or expectations of privacy to any data that is, or was, stored on the Chromebook, school network, or any school-issued applications and are given no guarantees that data will be retained or destroyed.

**Digital Citizenship**

Students must follow the conditions of being a good digital citizen. The District shall educate students on digital citizenship annually.

**Copyright and File Sharing**

Students are required to follow all copyright laws around all media, including text, images, programs, music, and video. Downloading, sharing, and posting online illegally obtained media is against the Student Use of the Internet and Electronic Communications Policies (JS and JS-E).

**Spare Equipment and Lending**

If a student's Chromebook is inoperable, the school will have a limited number of spare devices for use while the student's Chromebook is repaired or replaced. This agreement remains in effect for loaner computers. The student may not opt to keep an inoperable Chromebook to avoid doing class work due to loss or damage. If a student does not bring his/her Chromebook to school, the student may be required to borrow a device from the school based on the direction from his/her teacher.

**Warranty and Repair**

The District will repair or replace damaged equipment resulting from normal use. All other breakages, negligent or deliberate, will be the responsibility of the student. Loss or theft of the device is also the student's responsibility and will result in the student being charged the full replacement cost to purchase a new device. If the parent/student opts to leave the Chromebook in the school-designated storage and the device is stolen from this storage location, the student will not be responsible for replacement cost.

**Definitions**

- Warranty - workmanship covered due to manufacturer's defects. No cost to the student
- Instructional Incident - repairs needed for an incident occurring in a supervised academic setting for issues outside of the student's control. Teacher verification of the incident is required. No cost to the student.
- Negligence - repairs needed due to acts of negligence. Negligence is damage occurring in school or away from school due to the lack of care. Cost of repairs is the responsibility of the student.
- Intentional Damage - repairs needed due to direct actions causing damage to the laptop. Cost of repair is the responsibility of the student.

Adopted: March 15, 2018

CROSS REFS.: JS, Student Use of the Internet and Electronic Communications  
JS-E, Student Use of the Internet and Electronic Communications, Annual Use Agreement