



Parshall School District Chromebook/iPad/Laptop User Contract - 2018-2019 School Year

Section One: Letter to the Parents and Students

To The Student

Your Chromebook/iPad/Laptop is to be used for educational purposes, innovation and creativity. Responsible use of your device is expected. You are also expected to fully participate with your device in all classroom activities as directed by your teachers. Finally, we hope you enjoy your iPad/Laptop and use it to its fullest potential.

To The Parent

The Parshall School District is leading the surrounding region in the integration of technology into the classroom. With a significant investment in education technology and infrastructure, your student will be exposed and trained to utilize technology as a tool and resource in order to enhance their learning.

All grade levels will participate in a project that provides an Chromebook/Apple iPad or Windows Laptop to each student. Students participating in the project will receive an Chromebook/Apple iPad or Windows Laptop that can be used in most of their classes. The device can be used to word process, access the Internet and run a variety of “apps” that enhance the educational process. Teachers will also communicate with students via email and will distribute many classroom papers and documents electronically.

Finally, we encourage your student to be innovative with the Chromebook iPad/Laptop. The device can be used for a multitude of applications. We encourage you to support your student in learning to use new technology, ask them questions and have them teach you what they are learning. If you ever have any questions, please feel free to contact your student’s teachers or the school office.

Equipment

Parshall School District retains sole right of possession of the Chromebook/iPad/Laptop and related equipment. The Chromebook/iPad/Laptop will be issued to students according to the guidelines set forth in this document. The classroom teacher, school administration, or district employee retains the right to collect and/or inspect the Chromebook/iPad/Laptop at any time and to alter, add or delete installed software or hardware. Usage is a privilege and not a right.

Expectations

Students must abide by all school rules as outlined in the Chromebook/iPad/Laptop Contract and iPad/Laptop Acceptable Use Policy.

1. Students agree to participate in all class activities and assignments as directed by their teachers.
2. Students and Parents agree to be responsible for proper care of the Chromebook/iPad/Laptop, that any damage or loss may result in financial liability in replacing the device.
3. Students and Parents agree that any inappropriate use of the Chromebook/iPad/Laptop will result in school discipline that may include the loss of Chromebook/iPad/Laptop use and school suspension according to the contract and user policy. Inappropriate use includes but is not limited to the following:
 - a. Visiting inappropriate websites.
 - b. Sending inappropriate email.
 - c. Possessing inappropriate pictures and/or media files.
 - d. Cheating.
 - e. Installing unapproved apps.

Students and Parents agree that all apps and content to be installed on the iPad/Laptop (including music and media files) must be educationally appropriate. The Chromebook/iPad/Laptop is owned by the Parshall School District and reserves the right to remove inappropriate apps, music, and media.

Parents agree to monitor student use of the Internet and apps while on their home network using the Chromebook/iPad/Laptop.

Students and Parents agree that only the student may use the Chromebook/iPad/Laptop. Siblings and friends should not have use of the Chromebook/iPad/Laptop.

Students and Parents acknowledge that any District employee may search school issued Chromebook/iPads/Laptops at any time to verify contents. Students leaving the Turtle Lake – Mercer School District must return the iPad/Laptop to the school immediately or will be charged full cost of Chromebook/iPad/Laptop and accessories.

Stated below is important information regarding the use of a school-issued Chromebook/iPad/Laptop:

Section Two: Restrictions

Chromebook/iPAD/LAPTOP CONDUCT

The Parshall School District's technology equipment shall be used for educational purposes consistent with the district's mission and goals. We do expect the use of our Chromebook/iPads/Laptops to follow the District's Initiative Acceptable Use Policy provided to all students and parents.

As students of Parshall School District, we should be: Respectful, Responsible and Safe.

Prohibited uses of the Chromebook/iPad/Laptop include, but are not limited to:

1. Users are not permitted to use the network for non-academic activities such as network games, music, social networking, or transmission of large audio/video files or serving as a host for such activities.
2. Students are never to access other students' accounts or allow other students to use their account.
3. Students must log onto the school's network when in school.
4. The Internet is to be used for research and as a means of obtaining needed information. Accessing pornographic materials, vulgarity, gambling, militant/extremist material, etc. is prohibited.
5. YouTube is accessible for educational purposes – it should not be used for entertainment purposes.
6. Social networking applications and sites, such as MSN Messenger, Facebook, Twitter, Snapchat, etc. are prohibited during school hours.
7. Sound must be turned off except when it is being used as part of a class.
8. Headphones are prohibited except when it is being used as part of a class.

Consequences of inappropriate will be determined by administration and could range from temporary or permanent loss of use of device up to suspension, in accordance with Parshall School District discipline matrix.

Proper care: of school-issued devices are necessary to allow for the maximum life of the device. The procedures listed below should be followed:

1. Chromebooks/iPads/Laptops are not permitted at the lunch tables while food is present.
2. Chromebooks/iPads/Laptops are never to be left unattended. If a device is found unattended, it will be brought to the office.
3. Students are not allowed to have Laptops open on the bus.
4. Chromebooks/iPads/Laptops may never be kept in a student's vehicle before, during, or after school hours.
5. Students are not allowed to have Chromebooks/iPads/Laptops in an unlocked locker room during sporting events.
6. Chromebooks/iPads/Laptops should be transported throughout the building in a safe and protective manner.
7. Any damage to a Chromebook/iPad/Laptop during the school day should be reported to the Technology Coordinator immediately or will be considered negligent.

Parent and Student Responsibility

Parents are responsible for the full repair cost of the Chromebook/iPad/Laptop damaged intentionally by their child.

Section Three: Repair procedures:

- Contact the Technology Coordinator
- If the Chromebook/iPad/Laptop cannot be fixed they will be given a spare and sent back to class.

Chromebook/iPad/Laptop User Contract 2018-2019

I have read and understood the above Chromebook/iPad/Laptop Contract Agreement and Initiative Acceptable Use Policy (AUP) Policy. I understand that this Chromebook/iPad/Laptop is an educational tool to be used to enhance the learning process in all subject areas. **My signature below signifies that I will abide by the established protocols and have kept the original 2018-2019 Chromebook/iPad/Laptop Contract Agreement for my reference.**

Student Name: _____
(Please print)

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Form may be dropped off at the Main Office by **September 4, 2018**.

Parents Name _____

Students Name _____