



Student Device User Agreement

2018-2019

Purpose: In order to support personalized approach to learning DeKalb County Schools is providing devices to middle and high school students. Like a textbook, the device is a resource to support learning.

Students with devices are required to follow the guidelines within this document, as well as all school, classroom, and School District policies and procedures regarding behavior and technology use.

Contact Person: If you have questions or concerns please contact your school administration.

Receiving the Device: Parents and students must sign and return this agreement before a device can be issued. Students must also complete the digital citizenship form.

Returning the Device: Devices will be returned to the school at the end of the school year, unless otherwise communicated by the school. The use of devices provided by DeKalb County Schools is not transferable to anyone and terminates when a student is no longer enrolled at the issuing school.

Students who transfer, withdraw, expelled, or terminate enrollment at the school for any reason must return their device on the date of withdrawal/termination. A student who fails to return the device will be subject to paying up to the full replacement cost of the device any accessories, and may also have grade cards, transcripts, diplomas or certificates of progress withheld until restitution is made.

Damage and Loss: All district-issued devices are the property of the DeKalb County School District. If a device is damaged, lost, or stolen during the time that it is issued to the student, whether intentionally or due to negligence, the student and the student's parent/guardian will be responsible for paying the fines outlined in this document.

Responsible Device Use: All users of District-issued devices must follow the expectations outlined in District Policy and Operating Guidelines *IFBGA: Responsible use of the Enterprise Network*, *JD: Student Discipline/Student Code of Conduct*, and *JS: Student Fines, Fees and Charges*. Failure to follow these expectations will lead to applicable student disciplinary consequences. All District policies can be found at www.dekalbcountyschools.org.

While off school grounds parents/guardians are solely responsible for monitoring the student's use of the device. Students may not exhibit inappropriate behaviors, or access prohibited materials with the device, at any time, at any location. Students will be subject to disciplinary and/or legal action if they use the device for inappropriate activities, whether on or off school grounds.



Privacy: Nothing done on District-issued devices is private. District staff may, at any point, confiscate and search the contents of any district-issued electronic device. Devices are enabled with GPS locating systems, and in the case of loss or theft, this system will be activated.

The DeKalb County School District recognizes all aspects of the Children’s Online Privacy Protection Act (COPPA), the Children’s Internet Protection Act (CIPA), and the Family Education Rights and Privacy Act (FERPA).

DeKalb County School District does not monitor students’ home networks, devices or internet connection. The District does monitor the use of District-issued devices; however, DeKalb County School District only tracks the location of District-issued devices in the event of loss or theft of the device. DeKalb County School will notify parents and students if it decides to monitor or track devices contrary to this paragraph.

Applications: DeKalb County Schools has researched key applications which will be preinstalled on each device. Throughout the year, additional applications may be added to support learning. Purchasing and installing these applications is the responsibility of DeKalb County Schools. No one other than an authorized school official may add or delete applications from a District-issued device. “Jail breaking” and hacking of devices is not permitted.

Participation: If you do not sign and return this form, a District device will not be issued to the student.



Fines for Device Damage, Loss or Theft

If for any reason the device is lost or stolen during the time it is issued to the student, whether intentionally or due to negligence, the student, parent/guardian are responsible for the following fines during the 2018-2019 school year:

Acer R11 Chromebook Device(s)

Lost/stolen	<ul style="list-style-type: none"> • \$50 replacement fee
Damaged	<ul style="list-style-type: none"> • \$20 insurance coverage (devices that are damaged/damaged beyond repair are covered through the insurance deductible)
Accessories	<ul style="list-style-type: none"> • Acer R11 Power Adapter: \$21 • Acer R11 Chromebook Bag: \$7.79

**Full replacement cost for devices includes the device, all accessories, software licenses and setup.*

Theft:

If the device is stolen during the time that it is issued to the student, the student, parent/guardian will be held responsible for:

- The filing of a police report
- Completion of Insurance affidavit
- \$50 device replacement fee

Failure to Return a Device or Accessories upon Withdrawal from the School:

A student who fails to return a device or any accessories without reporting them lost or stolen will be responsible for payment of a \$50 replacement deductible for the Chromebook device along with all applicable charges for missing accessories.



PARENT PERMISSION AND RELEASE PAGE

By signing below, you indicate that you have read and understand the guidelines in this document, and accept the issuance of a device to your student. You understand that your student is responsible for damage, loss or theft of the device and accessories while in his/her care and agree to the fines outlined in this document

Acer R11 Chromebook Devices

Lost/stolen	<ul style="list-style-type: none"> • \$50 replacement fee
Damaged	<ul style="list-style-type: none"> • \$20 insurance coverage
Accessories	<ul style="list-style-type: none"> • Acer R11 Power Adapter: \$21 • Acer R11 Chromebook Bag: \$7.79

You understand and agree that, while off school grounds, you are solely responsible for monitoring the student's use of the device and the content that is accessible through any wireless network. You understand that students will be subject to disciplinary action if they use the device for inappropriate or prohibited activities, whether on or off school grounds.

You and your student agree that the District is not responsible for intentional or nonintentional damage due to misuse, abuse, tampering, hacking or defacing of equipment. Any student user not complying with the District's Internet Acceptable Use Agreement, shall be subject to disciplinary measures imposed by school administration. Student infractions may also result in appropriate disciplinary action in addition to suspension or termination of access privileges.

Parent/Guardian Name

(Please Print): _____

Parent/Guardian Signature: _____ Date: _____



STUDENT PLEDGE SIGNATURE PAGE

1. I will take good care of my school issued device.
 - a. Cords and cables must be inserted carefully into the device to prevent damage.
 - b. Devices must be never left in an unlocked locker, unlocked car or any unsupervised area.
 - c. Report any software/hardware issues via Incident IQ – the Student Helpdesk Portal.
 - d. Keep the device in a well-protected, temperature controlled environment when not in use.
2. I will never loan out my school-issued device to other individuals.
3. I will keep food and beverages away from my device since they may cause damage to the device.
4. I will not disassemble, jail break or hack into any part of my or any school-issued device or attempt any repairs.
5. I will protect my school-issued device by only carrying it while in the case provided.
6. I will use my school-issued device in ways that are appropriate and meet the school 's expectations-whether at school, at home, or anywhere else. If I use my device in a way that is inappropriate, I may be disciplined by the school.
7. I will not place decorations (such as stickers, markers, etc.) on the school-issued device. I will not deface the serial number sticker on any school-issued device.
8. I understand that my school-issued device is subject to inspection at any time without notice and remains the property of the DeKalb County Schools. Nothing I do with the device is private, and nothing I have on the device is private.
9. I will not share my password(s) with anyone other than a teacher or adult from my school or my parent/guardian.
10. I understand that if I damage or lose my device, or it is stolen, I will have to pay a fine.

I agree to the rules set forth in the Device User Agreement and the Student Pledge.

Student Name (Please Print): _____

Student Signature: _____ Date: _____

HOMEROOM: _____

All students must pay for the \$20.00 Insurance Protection Plan online prior to receiving a Chromebook. No cash payments will be accepted.

Steps to pay:

1. Go to the school website at **bethunems.dekalb.k12.ga.us**
2. Click on the **DIGITAL DREAMERS** tab on the left navigation list.
3. Click on **SIGN UP**.
4. Input your student ID to get started.

Please return the **Parent Permission and Release Page** and the **Student Pledge Signature Page** to the media center by Friday, August 24, 2018.

