Student Chromebook Agreement

Greenville Public Schools believes that technology provides an integral resource to the teaching and learning of our students. Through our Student Chromebook initiative, GPS will provide students with opportunities beyond the classroom, expand learning time, and empower more accessibility, including individuality and customization. Our purpose is to continue our implementation of rigorous, relevant learning with providing students constant access to the latest educational resources.

**Equipment**
Students will be provided with the following equipment:

- 11” Chromebook
- Power cord
- Hard shell case on Chromebook
- Carrying case for Chromebook

**Distribution**
Students will be issued their Chromebook during school hours. Before a student is issued a Chromebook, the following steps must occur:

- Students and parents must read and agree to all policies and procedures for use, care and maintenance of the Chromebook.
- Students and parents must have a current signed Acceptable Use Policy (AUP) on file.
- Students and parents pay a $30 non refundable user care and repair fee or may opt out, but are then responsible for the costs of malicious damage.

**Collection of Chromebooks**
At the conclusion of each school year, students must turn in their Chromebook, cord, and cases for maintenance. If a student withdraws from the district, the student must turn in the Chromebook, cord and cases on the last day of attendance. Failure to return the Chromebook, cord and cases either at the end of the school year or when withdrawing from the district will result in a fee of up to $300 to cover the replacement cost. In addition, the district may file a report of stolen property with local law enforcement if not returned.

**Device Labels**
All Chromebooks will be labeled with the student’s name and barcoded District Asset tag. Labels may not be removed, modified or tampered with in any way. Tampering with labels may result in referral to administration.
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**Cases/Charging Cords**
Hard shell cases may be decorated with school appropriate vinyl clings. Students will be assigned one charging cord with the Chromebook. The charging cords will be tracked by serial number. The student is responsible for the charging cord and it must be returned with the Chromebook at the end of each school year or withdrawal from the District.

**Taking Care of Your Chromebook**
Each student is responsible for the general care of the Chromebook that he/she is issued by the school. Chromebooks that are broken or fail to work properly must be taken to the Media Center as soon as possible. District-owned Chromebooks should never be taken to an outside computer service for any type of repairs or maintenance.

**General Precautions**
- Chromebooks should not be used near food or drink
- Chromebooks should be used with caution with cord as the cord may be a tripping hazard
- Chromebooks should be used for school work
- Chromebooks should not have heavy objects placed on or near them
- Chromebooks should be transported with care
- Chromebooks should never be lifted or carried by the screen
- Chromebooks should be closed only after making sure there is nothing on the keyboard
- Chromebooks should be cleaned with a soft, dry microfiber cloth or anti-static cloth

**Operating System and Software**
The Chromebook operating system, Chrome OS, updates itself automatically and is managed by the district. Any tampering with the operating system, such as hacking, will be considered malicious intent.

**Google Apps for Education**
- Chromebooks seamlessly integrate with the Google Apps for Education suite of tools. This suite includes Google Docs, Spreadsheets, Presentations, Drawings and Forms.
- Work within these apps is stored via Google Drive in the cloud.
- Student accounts are issued and maintained through Greenville Public School’s Google Domain.
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Additional Apps and Extensions
● Students are allowed to independently install appropriate and free Chrome apps and extensions from the Chrome Web Store.
● Students should be aware that the addition of apps and extensions can impact the speed and performance of a Chromebook.

Using Student Chromebooks at School
Each student is expected to bring a fully charged Chromebook to school every day and bring his/her Chromebook to all classes unless specifically advised not to do so by his/her teacher. Students will be encouraged to digitally publish and share their work with their teachers and peers when appropriate. Students will be able to print from their Chromebooks at school.

Using Student Chromebooks Outside of School
Students are encouraged to use their Chromebooks for school work at home and other locations outside of school. A Wifi connection will be necessary for a majority of their Chromebook use, however, some applications can be used when not connected to the Internet. They may also choose to have Drive work available offline.

Content Filter
Greenville Public Schools utilizes an Internet content filter that is in compliance with the federally mandated Children's Internet Protection Act (CIPA). All Chromebooks, within the school district network and outside of school will be subject to content filtering.

Repairing/Replacing of Chromebooks
All Chromebooks in need of repair must be brought to the media center as soon as damage is noticed. Tech staff will examine the Chromebook and take the appropriate steps to repair the device.

No Expectation of Privacy
Students have no expectation of confidentiality or privacy with respect to any usage of a Chromebook, other than as specifically provided by law. The district may, without prior notice or consent, log, supervise, access, monitor, view and record use of student Chromebooks at anytime for any reason related to the operation of the district. By using a Chromebook, students agree to such access, monitoring and recording of their use.
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**Appropriate Uses and Digital Citizenship**
School-issued Chromebooks should be used for educational purposes and students are to adhere to the technology guidelines within the Student Handbook.

**Estimated Repair Costs**
Payment of repair/replacement costs will be made through the school main office.

<table>
<thead>
<tr>
<th>Repair #1</th>
<th>Repair #2</th>
<th>Repair #3</th>
<th>Additional Repairs</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0</td>
<td>Cost of Repair up to $60</td>
<td>Cost of Repair up to $100</td>
<td>Full Cost of Repair</td>
</tr>
<tr>
<td>Covered by $30 Annual User Care and Repair Fee</td>
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**Lost, Stolen or Vandalized Chromebooks**
If a Chromebook is lost, stolen or vandalized during an educational activity inside the school day and the student is acting in good faith with the hardware; the student/parents shall contact the school office within 24 hours of event and a replacement will be provided. If a student’s Chromebook is lost, stolen, or vandalized outside of the school day, the student or parents must contact the proper local law enforcement and the school at contact@gpsmi.us to report this. Such reports must be made within 24 hours. Note: Losing a Chromebook during the school day, not acting in good faith or failing to report within the time restraints accounts for negligence on the part of the student.
Student Chromebook Agreement

Student ID: ______________________

Student Name (please print): ____________________________________________

Student Signature: ____________________________________________________

Parent Name (please print): ____________________________________________

Parent Signature: ____________________________________________________

Date: _______________________

I am opting in for Chromebook Care Fee:

________________________________________

Parent Signature

OR

I am opting out of Chromebook Care provided by Greenville Public Schools. Therefore I am responsible for any repair costs that may be incurred.

________________________________________

Parent Signature

________________________________________

District Use only

Device Fee Paid: Yes No

Received by: ___________________________

Date: ________________________________