

# Timberlane Regional School District 6th and 9th Grade Chromebook Agreement 2021-2022

<http://www.timberlane.net/tech/trsd-technology/>

The Timberlane Regional School District is pleased to continue our Dedicated Device Initiative to all 6th and 9th grade students. This initiative enables students to easily transition projects and research between home and school. Students can exchange ideas and collaborate more effectively with classmates and teachers. The predicted result is a learning environment in which problem-solving, critical thinking and leadership skills are developed and enhanced through the responsible use of technology and continuous access to digital resources. This year upcoming 6th and 9th graders will receive their Chromebooks the last week of 5th grade and 8th grade.

This document is provided to clarify to both students and parents basic information related to the use and care of Chromebooks. It is provided to support the rules and procedures of TRSD technology.

Chromebooks will be issued to all students who submit **all** of the following;

- Parent-student handbook acknowledgment (Part of yearly PowerSchool online Registration)
- [JICL-X TRSD INTERNET ACCESS CONSENT FORM FOR STUDENTS](#) (Part of yearly Policy PowerSchool online Registration)
- [Chromebook User Agreement Form](#) (This information can be checked off electronically on My SchoolBucks)

## **Chromebook Rules, Procedures & Guidelines**

The device is district property and all users are required to follow the [Digital Device Care and Use Guide](#) and the [Timberlane Regional School District Acceptable Use Policy](#).

Responsibilities involved with the use of a district-owned Chromebook include efficient, ethical and legal use of technology resources. Violations of these rules and guidelines will result in administrative review and potential discipline.

- Stickers - while stickers may be applied to the Chromebooks they are not to cover any existing stickers already applied (name label). It is acknowledged by students and parents that any stickers may need to be removed and not returned if brought in for repairs.
- No foreign materials including but not limited to paint or any resins shall be applied to the Chromebooks.
- **Security Reminders**
  - Share logins and passwords ONLY with parents or guardians.
  - Follow Internet safety guidelines and school rules and policies for acceptable use.
  - Understand that device and network use are filtered and monitored and students have no expectation of privacy in their use of these school resources.
  - Backgrounds and Screensavers
    - Any images set as a background or screensavers must be school appropriate and in line with school policy. These downloaded backgrounds/screensavers may cause the Chromebook to freeze, run slowly or stop other academic apps from functioning.
- **Using the Chromebook at Home**
  - Students are expected to take the Chromebook home with them every day.
  - Students are responsible for the care and safekeeping of the Chromebook device at all times.
  - Students are responsible for fully charging their device overnight, before returning to school every day.
    - Students that fail to bring their Chromebook to school repeatedly may be subject to disciplinary action
  - A Wi-Fi Internet connection is required for full functionality of Chromebooks, however, some applications can be used if no internet access is available.
  - Students without Wi-Fi access at home can connect from a number of public locations in their

- communities, including the local libraries.
  - Students are bound by the Acceptable Use Policy and all other guidelines for the use of Chromebooks at home and other non-school locations.
  - Parents/Guardians are responsible for supervising student use of the Chromebook at home.
- **TRSD Chromebook Protection Plan**
  - Parents/Guardians are encouraged to enroll in the **TRSD Chromebook Protection Plan**. The protection plan will cover breakage but not loss or damage caused by misuse. Water/liquid damage is **not covered** by the **TRSD Chromebook Protection Plan**.
  - TRMS:\$39 6th grade includes a protective case; Grade 7- \$26.00( Includes Case), Grade 8- \$13.00 ( Includes case)
  - TRHS: Grade 9-\$42.00 (Case not included at HS)
    - Payment must be paid before a Chromebook is given to a student with a credit card/checking account on the My School Bucks website. Cases may be purchased for \$15.60 through My School Bucks. We try to always have cases in stock. In the scenario we need to reorder cases, they typically take 7-15 days to come in and will be given to your student directly.
  - **If you are not covered by the TRSD Chromebook Protection Plan, projected repair or replacement costs are as follows (subject to change):**
    - Screen- **\$28**
      - **Screen replacement will only be offered one time under the TRSD Chromebook Protection Plan.**
    - Lenovo Keyboard/touchpad- \$80.00
    - Lenovo Bezel – \$25
    - Lenovo Battery- \$50.00
    - Lenovo Camera- \$15.00
    - Lenovo Power adapter- \$35.00
    - HP11A Keyboard/touchpad- \$60.00
    - HP11A Bezel – \$25
    - HP11A Battery- \$39
    - HP11A Camera- \$10
    - HP11A Power adapter- \$40
    - **All replacement parts must be factory authorized and purchased through the technology department.**
    - Students are liable for a replacement fee of up to \$200 if the device is lost or damaged beyond repair (In accordance with School Board policy JICB). Students who lose or purposefully destroy their assigned Chromebook will be expected to pay the replacement cost of the device and the charger.
    - In cases of theft or disappearance, the student must generate a police report before loaner/replacement equipment is issued. The police report must directly include the loss of the equipment and the circumstances surrounding the loss.
- **Summer Chromebook Usage and End of Year Use**
  - High School and Middle School students' Dedicated Device Chromebooks will be issued to them for summer use if the Chromebook does not need repairs.
  - You need to turn your Chromebook in before you leave the Timberlane District whether you move or leave the middle school or high school, before you graduate, or are homeschooled by choice.
  - Grade 8 chromebooks and chargers will be collected when students pick up their new 9th grade chromebook.
  - The Dedicated Device program is dependent on the availability of funding and is subject to change.