

Belleview R-III School District
2020 - 2021
Parent/Student Chromebook Handbook and User Agreement

Terms of the Chromebook Use

Terms:

Please read and sign the Belleview R-III School District's Parent/Student Chromebook User Agreement. You must comply at all times with the Belleview R-III School District's Parent/Student Chromebook Handbook and Student Acceptable User Agreement (AUP) and all of its contents. Any failure to comply may end your rights of possession effective immediately and the District may repossess the property.

Title:

Legal title to the property is with the District and shall at all times remain with the District. Your right of possession and use is limited to and conditioned upon your full compliance with this Agreement and the Parent/Student Chromebook Handbook.

Insurance:

Insurance Protection against breakage, damages, loss and theft is available and highly recommended, but not mandatory. If you choose **not** to purchase insurance and the computer is damaged, lost or stolen, you are responsible for all repairs and/or replacement. Insurance Forms are available through the school office.

Insurance Protection cost per device is \$25.00 with a cap of \$75.00 for a family of 4 or more students enrolled in Belleview R-III School District per year. This covers one claim in full for accidental damage or breakage of any Chromebook parts. Second claim within a school year will require a \$5.00 deductible. Third claim within a school year will require a \$10.00 deductible and fourth claim within a school year will require a \$15.00 deductible. Payment of each deductible is required before the unit will be repaired. Subsequent claims beyond the fourth claim within a school year will be at a total cost to the student.

Insurance Protection must be paid in full before the first claim can be processed.

Insurance will not be offered after breakage or damages have occurred.

Loss or Theft:

Loss or theft of the property must be reported to the District by the next school day after the occurrence. Insurance will cover 50% and student is responsible for the remaining 50% of the replacement cost only with evidence of a filed police report as described below within 24 hours of the occurrence.

- In case of theft, vandalism, and other criminal acts, a police report must be filed by the student or parent within 24 hours of the occurrence. Incidents happening off campus must be reported to the local police or sheriff (depending on location of incident) by the parent and a copy of the report must be brought to the school within ten school days.

- If you choose not to purchase insurance and the computer is damaged, lost or stolen, the parent/guardian is financially responsible for all repair or replacement costs.

Transfer-Out Students:

- If a transfer to another school takes place, you will have 48 hours to return the computer (Chromebook, carrying case, and charger/power adapter) to the District. If not returned within 48 hours, property will be considered stolen and will be reported to the proper authorities. The District reserves the right to press any and all criminal charges in association with failure to return equipment.

Estimated Repair Pricing Resulting from Deliberate Damage or Neglect:

All prices are based on the current cost the District must pay to replace damaged parts and are subject to change. The costs of any other parts needed for repairs will be based on manufacturer’s current price list. The use of stickers, altering, or writing on carrying cases or computers is not allowed and will be charged for removal.

The current replacement cost of the equipment is:

Item	Replacement Cost
Chromebook (includes device & management software)	\$240
Charger/Power Adapter	\$40
Screen	\$50
Case	\$40
Keyboard/touchpad	\$50
Full Replacement Cost (Chromebook, carrying case, and charger/power adapter)	\$280

Repossession:

All equipment must be returned upon request for any reason. Equipment must be returned prior to graduating or leaving the District.

Terms of Agreement:

Your right to use and possession of the property terminates no later than the last day of the school year unless earlier terminated by the District or upon withdrawal from the District. A fee of \$10 per day may be assessed for equipment not returned according to these terms.

Appropriation:

Your failure to timely return the property and the continued use of it for non-school purposes without the District’s consent may be considered unlawful appropriation of the District’s property.

Use of Computers and Notebook Computers on the Network:

Belleview R-III School District is committed to the importance of a student being able to continue with their work when their Chromebook is experiencing problems. To assist with this problem the District is providing the following:

Loaner computers may be available through checkout in the Library Media Center on a 24 hour basis or until the Technology Department has successfully repaired the unit. Students will be required to sign a loaner agreement before the loaner unit is assigned to them.

Loaning or Borrowing Notebook Computers:

- Do NOT loan computers or other equipment to other students.
- Do NOT borrow a computer from another student.
- Do NOT share passwords or usernames with others.

Internet Safety:

There are many sites on the Internet that can be potentially dangerous to minors. To comply with the Children's Internet Protection Act (CIPA), these sites are blocked while students are logged on to the District network. The District is committed to extending this protection no matter where the student uses their Chromebook. Therefore, the District enforces the same Internet filtering away from the District network through a proxy. This filtering is very effective, however, it is not perfect. We ask that parents and guardians monitor their child's Internet activity as an additional precaution.

General Notebook Computer Rules:

Operating System:

Students are not allowed to modify or reset Chromebooks to the factory default.

Backgrounds, Themes, and Screensavers

- Inappropriate media may not be used as a background, theme, or screensaver.
- Passwords on screensavers and power-on screen are not to be used.
- Presence of weapons, pornographic materials, inappropriate language, alcohol, drug and/or gang related symbols or pictures will result in disciplinary actions.

Sound

- Sound will be muted at all times unless permission is obtained from the teacher for instructional purposes. Earphones are required and must be used.

Deleting Files

- Do not delete any folders or files that you did not create or that you do not recognize.

Transporting Chromebooks

- Chromebooks must be transported in the District provided protective case.
- Chromebooks must be shut down and stored in a safe location when not being utilized.
- Chromebooks should not be carried in backpacks or other bags.

Student Guidelines for Acceptable Use of Technology Resources:

The district reserves the right to monitor all activity on this electronic network. Students will indemnify the district for any damage that is caused by students' inappropriate use of the network. Students are expected to follow the same rules, good manners and common sense guidelines that are used with other daily school activities as well as the law in the use of the Belleview R-III School District technology resources.

- No one is permitted to connect to the District's network via any type of wireless device without faculty or staff permission and direct supervision.
- Purchases being made. The District will install all educational applications needed to support the student's current curriculum. The District will not be held accountable for any unauthorized purchases made from the student's individual accounts. Nor should any expectations be made that transference of purchased items will be made upon the deletion of student's belleviewbraves.org Google account.

Websites

- Creation and posting of Google Sites created by student's belleviewbraves.org Google account is prohibited unless specifically required by a classroom teacher.

Hardware

- Hardware and peripherals are provided as tools for student use for educational purposes. Students are not permitted to install peripherals or modify settings to equipment without the consent of the District's administration.

Vandalism

- Any malicious attempt to harm or destroy data, the network, other network components connected to the network backbone, hardware, software or their configuration will result in cancellation of technology and network privileges. Disciplinary measures in compliance with the District's discipline code and policies will be enforced.

Videoconference and Video Chat

- Video is a way that students can communicate with other students, speakers, museums, etc. from other parts of the country and the world. With video equipment, students can see, hear, and speak with other students, speakers, museum personnel, etc. in real-time.
- Video sessions may be videotaped by district personnel or by a participating school involved in the exchange in order to share the experience within either building or district.
- Students' voices, physical presence, and participation in the videoconference are transmitted to participating sites during each session. Rules and procedures relative to acceptable use and behavior by students apply during all video conference sessions.
- An individual search will be conducted if there is reasonable suspicion that a student has violated this agreement or the law. The investigation will be reasonable and related to the suspected violation.

Due Process

- The District will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through the district network.
- In the event there is an allegation that a student has violated the District acceptable use regulation and agreement, the student will be provided with a written notice of the alleged violation. An opportunity will be provided to present an explanation before a neutral administrator (or student will be provided with notice and an opportunity to be heard in the manner set forth in the disciplinary code).
- Disciplinary actions will be tailored to meet specific concerns related to the violation and to assist the student in gaining the self-discipline necessary to behave appropriately on an electronic network. Violations of the acceptable use regulation and agreement may result in a loss of access as well as other disciplinary or legal action.
- If the violation also involves a violation of other provisions of other school rules, it will be handled in a manner described in the school rules. Additional restrictions may be placed on a student's use of his/her network account.

Limitation of Liability

- The District makes no guarantee that the functions or the services provided by or through the district network will be error-free or without defect. The district will not be responsible for any damage suffered, including but not limited to, loss of data, privacy or interruptions of service.
- The district is not responsible for the accuracy or quality of the information obtained through or stored on the network. The district will not be responsible for financial obligations arising through the unauthorized use of the network.
- The district provides content filtering but not all malicious activity can be impeded.
- The district is not responsible for goods and/or services purchased or sold through district technology resources.

Violations of the Chromebook User Agreement

Violations of this agreement may result in loss of access as well as other disciplinary or legal action. Students' violation of this agreement shall be subject to the consequences as indicated within this agreement as well as other appropriate discipline, which includes but is not limited to:

- Verbal warning and entry in the student's cumulative record folder
- Office referral
- Parent or guardian contact
- Use of district resources only under direct supervision
- Suspension of network privileges
- Revocation of network privileges
- Suspension of computer privileges
- In-school detention
- Suspension from school
- Financial reimbursement
- Loss of extra-curricular activities privileges

- Expulsion from school and/or
- Legal action and prosecution by the authorities

The revocation of one or several of these privileges may result in the loss of course credit and possible course failure. The particular consequences for violations of this agreement shall be determined by the school administrators. The superintendent or designee and the board shall determine when school expulsion and/or legal action or actions by the authorities are the appropriate course of action.

Bellevue R-III School District
2020-2021
STUDENT TECHNOLOGY ACCEPTABLE USER POLICY AGREEMENT

First Name

Middle Name

Last Name

Grade

- I have read, or had read to me by my parent/legal guardian/teacher, in its entirety, the Bellevue R-III Acceptable User Policy. I agree to abide by its provisions.
- I understand that violation of these provisions may result in disciplinary action against me, including but not limited to suspension or revocation of my access to district technology and/or suspension from school.
- I understand that inappropriate or illegal use of the equipment could result in civil or criminal lawsuits.
- I agree not to hold Bellevue R-III School liable for the gathering of any offensive or undesirable content through the school's electronic media.
- I understand that the use of district technology is NOT private.
- I agree not to hold Bellevue R-III School responsible for any data which might occur on the school's equipment.
- I understand the school district may monitor my use of district technology, including but not limited to monitoring current activities, accessing Internet history, browser logs, social networking, and any other current and/or history use.
- I understand and consent to district interception of or access to all communications I send, receive or store using the district's technology pursuant to state and federal laws.

Student Signature: _____ **Date:** _____

Parent Signature: _____ **Date:** _____

**ONLY SIGN THIS FORM IF YOU DO NOT WISH FOR YOUR
CHILD TO BE ASSIGNED A CHROMEBOOK
Parent/Legal Guardian Opt-Out**

By signing below, I am declining the option of having a Chromebook assigned to my student that they can utilize off campus. I understand that my child will still be using a school owned Chromebook during the school day.

I (*Print Name*) _____ **DO NOT GIVE PERMISSION**

for my child (*Print Name*) _____ to be assigned a
Chromebook to utilize the school's technology resources.

Parent/Guardian Signature: _____ **Date:** _____

**Belleview R-III School District
2020 - 2021**

OPTIONAL CHROMEBOOK INSURANCE PROTECTION ENROLLMENT FORM

Student Name: _____ **Grade:** _____

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Insurance Protection annual cost per device is \$25.00 with a cap of \$75.00 for a family of 4 or more students enrolled in Belleview R-III School District and covers one claim in full for accidental damage or breakage of any Chromebook parts. Second claim within a school year will require a \$5.00 deductible. Third claim within a school year will require a \$10.00 deductible and fourth claim within a school year will require a \$15.00 deductible. Payment of each deductible is required before the unit will be repaired. Subsequent claims beyond the fourth claim within a school year will be at a total cost to the student.

Insurance Protection must be paid in full before the first claim can be processed. Insurance will not be offered after breakage or damages have occurred.

OPTION #1 – ENROLL

I acknowledge that I have read, understand and agree to all the terms outlined on this form and CHOOSE TO:

ENROLL in the Optional Chromebook Insurance Protection. (Please return this form along with payment to the appropriate office.)

Parent or Guardian Printed Name: _____

Parent or Guardian Signature: _____ Date: _____

OR

OPTION #2 – NOT ENROLL

I acknowledge that I have read and understand all the terms outlined on this form and DO NOT choose to enroll in the Optional Chromebook Insurance Protection.

Parent or Guardian Printed Name: _____

Parent or Guardian Signature: _____ Date: _____