

# CHROMEBOOK USER AGREEMENT

This document provides students who received District issued Chromebooks and their parents/guardians with information about expectations of Chromebook use in school and at home.

## **Acceptable Use of Technology Agreement**

To understand the expectations of District 208, students and their parents/guardians are responsible for reviewing this document and the District's *Acceptable Use of Technology Agreement* (AUTA), which students received at freshman registration and corresponding Board of Education policies (5:125, 6:235, 7:190, and 7:310)

When using their Chromebooks, students must comply with this Agreement, the District's *Acceptable Use of Technology Agreement* (AUTA), and all corresponding Board policies. This includes acceptable uses identified in the AUTA and copyright laws governing use of all media, including text, images, programs, music, and video.

## **Ownership of the Chromebook**

Students will pay a technology fee to the District each year, a portion of which is for the Chromebook. Students who transfer into or out of the District will also be assessed a transfer fee to cover the portion of the technology fee applicable to the Chromebook for any school year in which the technology fee is not paid, unless they return the Chromebook in good working condition. District 208 retains sole right of ownership in the Chromebook, software, and issued peripherals, until a student graduates or transfers out of District 208 and all applicable technology fees and any applicable balance due on the Chromebook have been paid in full.

Thus, although students retain possession of their Chromebooks during non-school times, including at night, over the weekend, on holidays and school breaks, and over the summer, District 208 administrative staff and faculty retain the right to collect and/or inspect Chromebooks at any time, including via electronic remote access and to alter, add, or delete installed software or hardware.

## **Responsibility for the Chromebook**

Students are solely responsible for the Chromebooks issued to them and, in addition to complying with all other applicable District policies, including the AUTA, students must adhere to the following:

- Students must bring their fully charged Chromebooks and a power charger to school every day. Failure to do so may result in disciplinary action. (A fully charged Chromebook should last at least 8 hours.)
- Students must treat their devices with care and never leave Chromebooks unattended, even for a moment or in an unsecured location. Expected care includes keeping the Chromebook away from food and drink, keeping the Chromebook in a temperature-controlled environment, and cleaning the screen only with approved materials (soft lint-free cloth with water or a 50-50 mixture of isopropyl alcohol and water).
- Except when in use, students should keep their devices in the supplied protective cases.
- Students must promptly report any problems with their Chromebooks to the Technology Student Help Desk in the library.
- Students may not remove or interfere with the Chromebook serial number and other identification tags.
- Students may not attempt to remove or change the physical structure of the Chromebook, including the keys, screen cover, or plastic casing.
- Students may not attempt to install or run any operating system on the Chromebook other than the ChromeOS operating system supported by the District.

## **Responsibility for Electronic Data**

Students are solely responsible for any apps, software, or extensions on their Chromebooks that are not installed by a member of the District 208 technology staff. Students are responsible for backing up their data to protect from loss. Users of District technology have no rights, ownership, or expectations of privacy to any data that is, or was, stored on the Chromebook, school network, or any school-issued applications and are given no guarantees that data will be retained or destroyed.

### **Spare Equipment and Lending**

If a student's Chromebook is inoperable, he or she must report to the Technology Student Help Desk in the library during periods 1-7. The school has a limited number of spare devices for use while the student's Chromebook is repaired or replaced. A student may not opt to keep an inoperable or damaged Chromebook to avoid doing class work.

If a student has forgotten or lost his/her Chromebook, a limited number of Chromebooks will be available in the Business Office from 7:30-7:50 a.m. Student accounts will be charged \$5 for each time a Chromebook is borrowed, and Chromebooks must be returned after school by 3:30 p.m. to the Business Office the same day to avoid a \$10 daily late fee.

This agreement equally applies to and governs loaner computers issued to students.

### **Warranty, Insurance, and Replacement**

The District will repair or replace damaged equipment resulting from normal use. Repair costs for damage not covered by insurance will be added to the student's fee balance.

The full replacement cost for the Chromebook will be applied to the student's fee balance for any Chromebook that is lost or stolen. Student will also be assessed fees applied to their fee balance for a lost/broken Chromebook charger (\$45.00) or case (\$25.00). All stolen Chromebooks should be reported to the administration the same school day it was stolen.

Failure to pay unpaid fees may result in consequences applicable to other unpaid school fees.

### **Signature Form**

By signing the below, the student and their parent/guardian agree to follow and accept:

- The *Acceptable Use of Technology Agreement* (AUTA) and corresponding acceptable uses, as well as all other applicable Board of Education policies.
- All terms of this Agreement, including that District 208 owns the Chromebook, software and issued peripherals.
- That if the student at any time disenrolls or transfers from District 208, the student or parent/guardian will return the Chromebook in good working order or pay the required transfer fee.
- In no event shall District 208 be held liable to any claim of damage, negligence, or breach of duty.

*Students and their parents/guardians are reminded that use of District technology is a privilege and not a right and that everything done on any District--owned computer, network, or electronic communication device may be monitored by school authorities, as described in the "No Expectation of Privacy" section of the AUTA. Inappropriate use of District technology can result in limited or banned computer use, disciplinary consequences, removal from courses, loss of credit, receiving a failing grade, and/or legal action or consequence, as outlined in the "Consequences of Violating AUTA" section of the AUTA.*

**Print Student Name** \_\_\_\_\_ **Student ID#** \_\_\_\_\_

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Print Parent/Guardian Name** \_\_\_\_\_

**Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_