MONTICELLO SCHOOL DISTRICT
STUDENT CHROMEBOOK RESPONSIBILITIES

Expectations for Use
Student Chromebook devices are to be used for educational purposes only. Devices allow students to access tools and resources not found in traditional offline educational materials. Having a device 24/7 expands the opportunity for students to use those educational tools and resources anytime, anywhere.

Ownership
The **device**, **power supply** and **case** are property of the Monticello Public School District. Students will be using the same device from year to year. It is the student's responsibility to take care of these items so they continue to work well and report any damage or issues to the Tech or Magic Studio in the building immediately.

Timeline
Students in grades 7-12 have 24/7 access to the device for the entire school year, including weekends and breaks unless directed otherwise. Students will turn in devices for the summer at the end of the year.

Repair/Replacement
Report problems with the device to the Tech or Magic Studio. District technicians will do maintenance and repairs. Like textbooks, damage caused by neglect, misuse, or abuse of the device is the responsibility of the student and family.

Taking Care of Student Devices
Students are expected to care for devices as they would any other school property in their care. Some guidelines for care include:

- Carry in the case at all times. The device is not to be removed from the case. The case is meant to protect the device.
- Bring the Chromebook to school every day - fully charged.
- Follow the Student Acceptable Use Guidelines as outlined in the Student Handbook and be a responsible digital citizen. Use the Chromebook for **educational purposes only.**
- Do not deface the Chromebook with stickers, writing or engraving
- Report any damage or issues to the Tech Studio or Magic Studio immediately.
- Take responsibility for any damage or loss caused by neglect or abuse.
- Report any damage or loss, whatever the cause, to your Homeroom teacher or the *Tech Studio in the building* immediately.
- Turn the Chromebook, case and power cords in good working condition at required check-ins, upon graduating or un-enrolling for any reason and prior to each summer.

Full Price Cost for damage, lost or stolen device are as follows:

Problem	Examples	Action Required by Student
Level 1 Damage: Doesn't impact the performance - still usable Fee: None	Dinged corner Cracked corner or bezel not affecting screen Scratches and or dents	Report to school at turn in or when starts to interfere with performance
Level 2 Damage: Affects performance of the device Fee: $70.00	Keys on keyboard missing Camera damaged Touchpad damaged	Report to *school - Tech Studio* immediately
Level 3 Damage: Affects performance of the device Fee: $135.00	Cracked or broken screen Chromebook Body (chassis) is damaged and need replacement	Report to *school - Tech Studio* immediately

Level 4 Damage: Non-Repairable / Lost. Fee is the full replacement cost of the device. Fee: $315.00	Device is lost or damaged beyond repair as determined by district tech Damage from Perils: fire, lightning, smoke, falling objects, freezing, water	Report to *school - Tech Studio* immediately.
Lost Case Fee: $27	The case is lost	Report to *school - Tech Studio* immediately
Lost Power Adapter Fee: $25	The power adapter is lost or damaged beyond use	Report to *school - Tech Studio* immediately
Vandalism **IS NOT COVERED BY CHROMECARE** Fee: Full cost of repair or replacement up to $315.00 Removal of District Asset Tags, Inventory Stickers ($15.00) District may file a police report for vandalism	Intentional/Negligent/Preventable damage and or Vandalism includes but not limited to: Food or liquid spills; plucking keys off the keyboard (not covered by chromecare); horseplay or reckless behavior; damaged ports (USB, audio, etc.); removal or district asset tags, inventory stickers	District or school may file a police report
Theft, Burglary, Robbery Fee: $0 (A police report **must be** filed within 5 days of the incident) District will need copy of the police report		At school, immediately report to *Tech Studio,* or police liaison officer. Outside of school, file a police report immediately.

DISTRICT CHROMECARE

District Optional Care for Chromebooks

Chrome Care must be purchased/paid within 30 days of Chromebook Issuance

Parents may choose the annual ***optional*** **care** coverage: **DISTRICT CHROMECARE**

care covers: Accidents, Drops, Spills, Full Liquid Submersion, Power Surge, Lost, Theft, Perils (fire, lightning, smoke, freezing, flood, damage by burglars, falling objects)

Cost for Annual care of the Chromebook = $45.00

- 1st. Instance = $20.00 deductible
- 2nd Instance = $35.00 deductible
- 3rd Instance = $50.00 deductible.
- *Note: should there be 4th or greater instances: full cost of the repair and investigation to determine negligence or vandalism.*

Chrome Care Coverage to cover the Chromebook:

- Accidents, Drops, Spills, Full Liquid Submersion, Power Surge
- Lost, Theft, Burglary/Robbery
- Perils: fire, lightning, smoke, freezing, flood, damage by burglars, falling objects
- Note: District Chromecare does not cover Vandalism, Intentional Damage, or plucking keys off the keyboard

When parent pays for optional Chromecare, the device will be noted with Chromecare in the Student Information System.