

Technology Agreement District 309

Overview

The Park Rapids Area School District is committed to preparing our students to succeed in the changing societal landscape. It is essential that the District provide our students with the 21st century skills that they need to be self-directed learners. We believe that exceptional teaching and learning include the effective use of technology to best prepare each student for the world in which they will live.

Acceptable technology devices include: laptop computers, Chromebooks, Netbooks, iPads, and tablets. Technology devices must be able to access web-based resources, including StudentVue and the Google suite of tools.

When you submit this form you will receive an email that includes all of your responses. Please complete the form for each student attending Park Rapids Area Schools.

The following requirements and guidelines apply to the Technology program.

* Indicates required question

1. Email *

Student Responsibilities

- A. Students are expected to use the technology appropriately for educational purposes.
- B. Students are expected to have their technology device in school each day with a fully charged battery. Charging stations are not available in school. Repeated failure to bring the device to school or failing to charge the battery may result in consequences for the student.
- C. Students are responsible for being informed of their assignments by subscribing to the calendars of their teachers.
- D. The presence of inappropriate music, photos, videos, or other material may result in the seizure of the device by administration and/or other disciplinary actions.
- E. Tech staff are not responsible for saving, restoring or backing up documents, music or photos that students may be storing on either school-owned or privately-owned devices.
- F. Students are encouraged to store documents, worksheets, notes and other files on their Google Drive. Students must be responsible for backing up or saving all work.
- G. All personal devices used on school property may be subject to search by tech staff at any time.

Parent Expectations

- A. The District asks for the parents' support in communicating with their children about the standards of appropriate content and helping to monitor the use of the technology at home.
- B. Parents are responsible for filling out and signing the Technology Agreement form.
- C. If necessary, parents are expected to assist their child and fill out any forms needed to report theft or damage.
- D. Parents are encouraged to become familiar with the device used by their child and help ensure the use of the technology to track their child's progress. Student management software (StudentVue and ParentVue) allows parents and students to view teachers' assignment calendars, track homework, and monitor progress toward coursework completion.

General Care Instructions

- A. Students should never put weight on the devices, stack items on top of them or wedge them tightly into a backpack or case. Technology devices should not be used as a folder to carry other items, particularly any sharp or pointed items such as pens or pencils.
- B. Liquids, food and other debris can damage devices. All devices should be away from food and liquids when students are eating.

Security and Theft Prevention

- A. Students are responsible for the security of their own device at all times. Laptops, Chromebooks or tablets should never be left unsecured. When not with the student, technology should be secured. During after-school activities and/or away events, students are still responsible for securing their technology equipment.
- B. Students should maintain the privacy of their own personal information. Password security for network systems should be maintained, as should the privacy of locker combinations. It is the responsibility of the student to keep his or her information secure.

Damage and Repair

- A. Park Rapids Area Schools are not responsible for the damage or hardware issues of any privately owned technology.
- B. Damage or hardware issues of school-owned devices must be reported immediately by calling their student's school office. HS – 218-237-6400, MS – 218-237-6300, ES – 218-237-6200
- C. Students/parents are responsible for the loss or damage beyond repair of a school-owned device. This will result in a replacement fee of \$300.

Insurance for loss, damage, or destruction of school-owned devices may be purchased for \$50 by going to the school web page, under Parents/Student links click on the Titan Portal link, and select Technology Insurance. There is also a link upon submitting this form. <https://family.titank12.com>

- D. Theft must be reported immediately to your student's school office. School personnel may assist in tracking down a device but may not be held responsible.

Connecting to the District Network

- A. A student wifi network is available for all student devices, whether school-owned or student owned, while in the school facilities. Student devices must remain on the Student portion of the school's network.
- B. The district utilizes an Internet content filter that is in compliance with the federally mandated Children's Internet Protection Act (CIPA). While on premises, all technology will enforce filtering for illegal and obscene content.

Technology Agreement Signatures

Please read through the student and parent responsibilities on the Technology Agreement below. See the District Approved Policy 524 –Internet Use and Acceptable Use Policy either in the District Office, or the website

<https://www.parkrapids.k12.mn.us/cms/lib/MN02207558/Centricity/Domain/91/524%20Full%20Electronic%20Technologies%20Acceptable%20Use%20Policy.pdf>

Technology Agreement

Technology Agreement

Student Responsibilities

1. I agree to abide by the Park Rapids School District Acceptable Use Policies and Procedures in parent/student handbook and abide by all local, state and federal law
2. I agree that the use of District technology is a privilege and that I am responsible for the proper care of any technology that is assigned to me as well as any other district technology I am allowed to use.
3. I agree to keep all accounts and passwords assigned to me secure and will not share these with any other students. This includes passwords for email and network access.
4. I agree that I will never share personal information over the internet. In addition, if am asked for personal information or harassed in any way, I agree to report it to my parents, teacher or staff member.
5. I agree that I will not install, download or otherwise utilize any software not authorized by the District Technology Department.
6. I will honor my family’s values when using the school *technology equipment*.
7. I will treat all *devices* with care by not dropping it, leaving it outdoors or using with food or drink nearby.

8. I agree that email (or any other computer communication) should be used only for appropriate, legitimate and responsible communication.
9. I will not deface school technology, decorate(such as stickers, markers, etc.) or modify the serial # or Park Rapids Property sticker.

Parent Responsibilities

1. I will supervise my student’s use of the *technology* at home.
2. I will discuss our family’s values and expectations regarding the use of the internet and email at home and will supervise my student’s use of internet and email.
3. I will not attempt to repair any school *devices*.
4. I will report to the school any problems with the *Chromebook or other school technology*.
5. I understand that this *technology device* will be returned in the condition it was received when school resumes or at the end of the school year.

. See the District Approved Policy 524 –Internet Use and Acceptable Use Policy either in the District Office, or the website <http://www.parkrapids.k12.mn.us>

2. Student First Name *

My electronic signature and that of my parent/guardian, acknowledges receipt of a technology device and I agree to abide by the terms of the technology program.

3. Student Last Name *

My electronic signature and that of my parent/guardian, acknowledges receipt of a technology device and I agree to abide by the terms of the technology program.

4. Grade *

Mark only one oval.

- Kindergarten
- Grade 01
- Grade 02
- Grade 03
- Grade 04
- Grade 05
- Grade 06
- Grade 07
- Grade 08
- Grade 09
- Grade 10
- Grade 11
- Grade 12
- ALC

5. Parent Name *

My signature and that of my parent/guardian, acknowledges receipt of a technology device and I agree to abide by the terms of the technology program.

Optional Park Rapids Accidental Damage Coverage

Coverage and Benefit

This optional insurance agreement covers the Chrome Book loaned to the student against accidental damage. Loss will be determined at the time of damage.

Effective and Expiration Dates

This coverage is effective from the date payment is received by the school through the date at which the Chrome Book is requested to be returned in good working order to the school.

Fee

The total fee is \$50 for insurance. Insurance is non-refundable and not prorated. I will return the device, case and cables in good working order as directed by technology staff. I understand that the replacement cost of the device is \$300 and the charging block and cable is \$30 if not insured.

A link is available at the end of the form (after you submit) to make your insurance payment.
<https://lingconnect.com/>

Coverage Agreement

It is agreed and understood that:

1. Park Rapids School will offer coverage to all students.
2. Coverage is voluntary
3. A separate application will be needed for each student covered.

6. Would you like to participate in the accidental coverage offered by Park Rapids Schools? *

A separate application will be needed for each device covered.

Mark only one oval.

Yes, I would like to participate in the \$50 accidental damage coverage offered by logging into <https://lingconnect.com/>. You will not have insurance until payment is made.

No, I decline the service and will pay the \$300 fee if the device is damaged

Acceptance Signatures

My signature and that of my parent/guardian, acknowledges receipt of agreement to abide by the terms of the Acceptable Use and device Policies and Procedures while using the school issued device.

7. Parent Name here for electronic signature *

8. Student First Name here for electronic signature *

9. Student Last Name here for electronic signature *

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