

AGREEMENT FOR STUDENT USE OF EAST BRUNSWICK PUBLIC SCHOOLS DISTRICT-ISSUED TECHNOLOGY EQUIPMENT

OBJECTIVE

It is the intention of the East Brunswick Public Schools that our students are readily prepared for higher education and competitive in this fast-moving and dynamic age of technology.

To ensure that our students are all afforded the same technology and can equally be well-versed in navigating themselves in the 21st century, the East Brunswick Public Schools is pleased to provide access to that technology. This technology is connected to the readily available Internet and integrated within the educational curriculum. The East Brunswick Public Schools is providing all students with a school-issued laptop computer or Chromebook, which will allow students to be immersed and connected to learning resources and information available on the Internet, anywhere and anytime.

With such privilege given to our students, the East Brunswick Public Schools expects responsibility from both the student and parent/guardian in treating and caring for this school-issued device. Therefore, this Technology Agreement (hereinafter “Agreement”) contains conditions upon which a student will be assigned a school-issued device.

LIMITATIONS ON USE & EXPECTATIONS OF PRIVACY

It is to be understood by both the parent/guardian and the student that a school-issued laptop computer, or Chromebook, and any other technology and device (hereinafter “school-issued laptop computer” or “school-issued device” or “school-issued technology”) assigned to the student constitutes school property. As such, school personnel reserve the right to monitor and immediately limit the use of computer networks and computers. Further, school personnel reserve the right to terminate any student’s access to its network and/or use of the school-issued device as a result of any student’s misuse of the school-issued device or school network, and/or for any student’s violation of any Board of Education Policy, District Regulation, school rule, and/or the law.

Any school-issued device assigned to the student is intended to be used only for educational use and purposes.

Any school-issued device assigned to the student is **not** intended to be used for personal purposes such as gaming, social networking, or high-end computing.

School personnel reserve the right to inspect the contents of any school-issued device, including any information stored in education applications, software programs and/or emails, to ensure that students are complying with all Board of Education Policy, District Regulations, school rules, and applicable law.

It must be understood by the student and parent/guardian that students have **no** expectation of privacy in any information stored in or any activity conducted using any school-issued devices, devices, and/or access to the District's networks.

Any student who uses any school-issued device and/or the District's network in violation of this Agreement, Board of Education Policy, including the Acceptable Use Policy, District Regulation, school rule and/or law will be subject to disciplinary action that may include termination of his/her accounts, laptop use and/or access to the District's network.

The student's use of a school-issued device, as well as the student's access to the District's network must comply with Board of Education Policy 2360 "USE OF TECHNOLOGY" and Board of Education Policy 2361 "ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND RESOURCES".

SCHOOL EXPECTATIONS AND CARE METHODS

It is intended by the East Brunswick Public Schools to assign a student to a school-issued device that will remain with that student for the entire school year.

If a school-issued device provided to the student fails to work or is damaged, do not attempt to gain access to the internal electronics or repair any school-issued device. Promptly report the problem to the Genius Bar or the school technician immediately. If a school-issued device fails, the school administration will determine whether to repair or replace any school-issued device. The student may be issued a temporary school-issued device or other materials until his/her school-issued device is working properly or replaced.

GENERAL RULES FOR ALL SCHOOL-ISSUED TECHNOLOGY AND DEVICES

Never leave any school-issued device unattended. When not in the student's possession, the school-issued device should be stored in a secure, locked environment. Unattended school-issued devices or other technology, including a school-issued device, will be collected and stored in the school's Technology Department.

Never expose any school-issued device or technology, including a school-issued device, to long-term extremes in temperature or direct sunlight. An automobile is never a good place to store any school-issued device or technology.

A school-issued device does not respond well to liquids. Avoid applying liquids to any school-issued device. The student can clean his/her school-issued device with a soft, dry, lint-free cloth. Do not use window cleaners, household cleaners, aerosol sprays, solvents, alcohol, ammonia, or abrasives to clean a school-issued device. Use of unapproved cleaners may remove the protective film covering the screen or face of any school-issued device.

Do not consume any liquids or food items when near or using any school-issued device or any school-issued device.

Do not place weight or lean on any school-issued device.

If placing a school-issued device into a container, e.g., locker, ensure that it does not come into contact with any hard surfaces.

Never throw or slide a school-issued device. Ensure that any school-issued device's screen is closed completely before moving the device.

A school-issued device comes with ports for charging and other accessories. The student must exercise care when inserting and removing any accessories in to and out of the school-issued device. The student's own accessories used with a school-issued device are the responsibility of the student.

Each school-issued device has a unique identification number. No student is permitted to remove, modify, and/or tamper with the numbers attached thereto.

Each student is assigned his/her school-issued device. As such, do not lend your school-issued device to anyone who is not authorized by the School to use the school-issued device. The East Brunswick Public School District assigns a school-issued device to each student, and that student has the sole responsibility to care for the school-issued device/technology should there be any damage or malfunctions.

Care must be exercised by the student when handling and/or using any school-issued device. Please be reminded that like any other piece of technology, school-issued devices, and devices do not react well to hard contacts, e.g., being dropped, stricken, soiled, scratched, and the like. This includes being aware of any objects that may be harmful to school-issued devices.

School-issued devices are designed for daily use. Therefore, each student must charge the school-issued device every night at home to be ready for use during the school day.

As stated above, this is a school-owned and school-issued device and accessory, e.g., charger. As such, any and all school-issued devices must collectively remain free of stickers, writing, painting, or any other forms of adornment.

DAMAGED, LOST, OR STOLEN SCHOOL-ISSUED DEVICES

- If a school-issued device is lost or stolen, the student and parent/guardian should immediately notify the school administrator. The filing of a police report by the parent/guardian is mandatory for insurance claim processing. Should the parent/guardian fail to file a police report, the parent/guardian will assume responsibility for the **full** replacement cost.
- If the school-issued device is damaged, the parent/guardian may be assessed a fee of up to **\$419.00** for the replacement of the laptop.
- If a police report is filed for a lost or stolen laptop, the East Brunswick Public Schools may aid the police in recovering the laptop.
- Students who unenroll from the East Brunswick Public Schools during the school year must return any school-issued device, along with any issued accessories, to the main office at the time they leave the District. Failure to promptly return a school-issued device prior to or before leaving the District may result in legal action or payment in full of **\$419.00**.

PARENT/GUARDIAN RESPONSIBILITIES

Your son/daughter has been assigned a school-issued device and charger to improve and personalize his/her education this year. Please make certain that the below guidelines are followed to ensure the safe, efficient, and ethical operation of this computer:

- I will supervise my child's use of any school-issued device at home.
- I will discuss our family's values and expectations regarding the use of the Internet and email at home.
- I will supervise my child's use of the Internet and email on any school-issued device.
- I will not attempt to repair any school-issued device or any school-issued device, nor will I attempt to clean it with anything other than a soft, dry cloth.
- I will immediately report to the school administration any problems with any school-issued device, including, but not limited to, a lost or stolen device, along with any and all accessories provided by the school.
- I will make sure my child recharges the school-issued device every night.
- I will make sure my child brings the school-issued device to school every day.
- I will make sure my child has a bag or backpack sufficient/adequate to safely transport the school-issued device and/or device wherever he/she may carry the same to.
- I agree to promptly return the school-issued device to school when requested or upon my child's withdrawal from the East Brunswick Public Schools.

PARENT/GUARDIAN CONSENT

I have read this agreement and agree with the conditions for my child's use of technology resources.

I release the East Brunswick Board of Education agents and employees, including its members, representatives, and Internet Service Provider, from all liability related to my child's use or inability to use any school-issued device and other East Brunswick Public School District devices.

I also indemnify the Board of Education and other East Brunswick Public School District employees, including its Internet Service Provider, for any fees, expenses, and/or damages, including reasonable attorney fees and all costs of settlement incurred by the Board that relate to, arise out of, or result from my child's use or misuse of any school-issued device and other East Brunswick Public School District devices.

I understand that the data my child sends or receives while using a school-issued device or device is not private. I consent to have the District monitor and inspect my child's use of a school-issued device and other East Brunswick Public School District devices, including any electronic communications that my child sends or receives through a school-issued device and other East Brunswick Public School District devices and technology, including email transmissions. I understand and agree that my child will not be able to use any school-issued device and other East Brunswick Public School District devices until I have signed the consent form.

I understand that in the event of theft, loss, or damage due to intentional or unintentional abuse or misuse, it is the parent/guardian responsibility to cover the replacement cost of any school-issued device and other East Brunswick Public School District devices.

It is the parent/guardian responsibility to cover the cost of school-issued accessories in the event of theft, loss, or damage due to intentional or unintentional abuse or misuse.

I have read this agreement and agree to its terms, and further, agree to be fully responsible for my child's use and/or misuse of any school-issued device and other East Brunswick Public School District devices.

STUDENT NAME (PRINT)

SCHOOL

PARENT/GUARDIAN SIGNATURE

DATE