Colorado STEM Academy Chromebook Agreement Contract
2025–2026 School Year

1. Ownership and Care (student initials next to each line) _____

- Chromebooks are the property of Westminster Public Schools checked out and returned each academic year. They are not personal property. _____
- No stickers or personal decorations are allowed on Chromebooks. This applies to students and staff. _____
- The WPS TS# sticker must not be removed. There will be a $5 fee if it is._____

2. Chromebook Use & Storage

- Chromebooks should remain in classroom tech carts whenever possible to reduce damage. Locked storage is recommended._____
- Chromebook bags may be provided for elective classes to ensure safe transport._____
- Chromebooks will need to be carried in two hands with the chromebook closed _____.
- Teachers should help ensure that Chromebooks are properly monitored and used responsibly during class time. _____
- Each homeroom teacher will receive a class roster that TS#'s need to be written on correlating with the students name. A tape label with the student's name must be placed on the Chromebook at the beginning of the year and remain throughout the year. _____
- Chromebooks are not to be taken home without permission and insurance. _____

3. Technology Fees & Insurance

- A $50 Chromebook fee will be assessed per student for chromebook insurance._____
    - With insurance, a first time chromebook replacement is free.
    - With insurance, a second time chromebook replacement is $137.50.
    - Payments can be made online using the Infinite Campus portal, in the school's front office or over the phone at 303-429-7836.
- **If no insurance is purchased and the Chromebook is damaged, the parent/guardian is responsible for the full $275 replacement cost. - After Oct 1st this $50.00 insurance fee can no longer be paid for. _____**

If no insurance is purchased and the $275.00 is not paid, we will not issue another Chromebook to the student; paper-based work will be provided.

- Chromebook repair cost (minimum): **$60 _____**
- Full Chromebook replacement: **$275 _____**
- Replacement charging cable: **$20 _____**
- TS# sticker removal: **$5 per sticker _____**

6. Student and Parent/Guardian Responsibilities

By signing this agreement, the student and parent/guardian agree to the following:

- The student agrees to care for and be responsible for the device at all times._____
- The student agrees to carry the device closed with two hands or have it secured in a bag._____
- The student agrees to use it for its intended purposes, those of academic learning._____
- The Chromebook may be **monitored by school staff at all times**. _____
- Students will not attempt to **repair, open, damage, or alter** any part of the Chromebook or charging cable. _____
- Parents/guardians are expected to **monitor device use outside of school**. _____

Acknowledgement & Signatures

Student Name: _____ Level: _____ **Homeroom: _____**

I, the student, understand the terms outlined in this agreement and agree to follow all expectations.

Student Signature: _____ Date: _____

I, the parent/guardian, understand and accept financial responsibility for damage, loss, or misuse of the Chromebook issued to my student.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____Date: _____