

Shrewsbury Borough Public School District



1:1 Device Program

Technology Device Usage Agreement, 2025-2026

Overview

The Shrewsbury Borough Public School District seeks to ensure that students develop the skills and knowledge necessary to responsibly utilize technology in this increasingly interconnected and complex world. We support a 1:1 technology program which pairs our students to a computing device that best suits their needs in an effort to create a dynamic educational experience and teach students critical life-long learning skills.

The purpose of the 1:1 program is to enhance the learning environment by expanding the opportunity for a value-added approach to globalization of the curriculum, blended learning experiences, and the creation, collaboration, and publication of online learning content.

The goals of our 1:1 program are to:

- create and support equitable opportunities for student learning through technology, using the device as an extension of the classroom.
- promote self-directed, collaborative, and increased learning opportunities for students.
- increase student and parent learning engagement by building capacity for students and educators to share best practices and experiences locally in their learning community and globally with other learning communities.
- ensure all students are developing essential skills and acquiring critical knowledge needed for a successful future to be college and career ready.
- facilitate educator learning to individualize and differentiate instruction to ensure all students are provided with opportunities to succeed in their learning.

Expectations

School Day Preparation

Students will utilize their district-assigned device in school daily.

Every day at school, students will make use of their district-assigned devices. These devices are crucial for accessing the academic resources thoughtfully prepared by our dedicated staff. Each morning, it's the students' responsibility to pick up their assigned Chromebooks from their homerooms. At the end of their school day, they'll return the devices to their respective homerooms for charging, ensuring they're ready for the next day of learning.

Students will be responsible for placing their district-assigned device in the charging cart located in their homeroom at the end of each school day.

The district-assigned device must be charged in the charging cart located in each student homeroom so that the student can begin each day with a full battery as well as providing protection from accidental damage. Devices take, on average, 3 hours to fully charge.

Everyday Care

Students will not leave their district-assigned device unattended at any time.

When not in the student's possession, the district-assigned device should be in a secure, locked environment in a classroom. Any unattended district-assigned devices found at school will be sent to the Superintendent's Office. Do not lend your device to another person for any reason or at any time. Each device is assigned to an individual and the responsibility for the care of the device rests solely with that individual. The device should not be left in the student's locker overnight. Students will report loss or theft of the district-assigned device to their parents/guardians, their teacher, and the Superintendent immediately.

Students will take care when transporting their district-assigned device.

Students will carefully transport district-assigned devices throughout each school day. Students will avoid placing weight, such as textbooks, on the district-assigned device. Students will not sit on the district-assigned device, never throw or slide the district-assigned device, never expose the device to temperature extremes or direct sunlight for prolonged periods of time. Students will always store their district-assigned devices in their homeroom cart.

Students will be mindful of where they use their district-assigned device.

Students should only use the district-assigned device in appropriate locations free from food, liquid, and debris. Spilling any sort of food or drink on the district-assigned device could permanently damage it. The district-assigned device should only be used on a flat surface to reduce the chance of the district-assigned device falling off the surface. Care should be taken to always have the district-assigned device in an environment where it can be operated safely.

Students will protect their district-assigned device at all times.

Students will close the lid of the district-assigned device carefully, ensuring there is nothing that would stop the district-assigned device from closing correctly, such as pens or papers. Students should not slam or push on the lid, or set objects/books on top of the device. Screen damage is the most common type of damage and can be avoided with proper care. It is the student's responsibility under this agreement to avoid any damage to their district-assigned device for any reason. Never throw a backpack that contains any district-assigned devices. Never place a device in a backpack that contains food, candy, gum, liquids and/or heavy or sharp objects. Avoid using any sharp object on the device. The device screen is glass and is vulnerable to cracking. Never place heavy objects on top of the device and never drop the district-assigned device.

Students will keep their district-assigned device clean at all times.

The district-assigned device can be cleaned with a soft, slightly water-dampened, lint-free cloth under the supervision of a teacher or staff member. Avoid applying liquids to the district-assigned device. Avoid getting moisture in the openings. Do not use window cleaners, household cleaners, aerosol sprays, solvents, ammonia, or abrasives to clean the district-assigned device. Proper and regular cleaning should occur to limit the transmission of communicable disease or illness. The district-assigned device should not be modified in any way, including external markings such as using pens, markers, stickers, glitter, marring the surface, picking, removing, or rearranging the keys. Students will not attempt to remove asset tags or identification labels on their district-assigned device.

Students will notify their teacher immediately if their district-assigned device is in need of repair or is not operating properly.

Students will report all problems and damage to district-assigned devices immediately to their teacher. Students will not attempt to repair or alter their district-assigned device. If any repairs need to be made, the teacher will

schedule a repair or replacement. The device will be evaluated by district personnel. Unauthorized repairs to the device can invalidate its warranty. Parents/guardians will be responsible for any costs associated with repair or replacement of a district-assigned device.

Students will have their district-issued device ready for inspection or surrender at any time.

Any Shrewsbury Board of Education administrator, faculty member, or staff member can request to inspect a student's district-assigned device at any time and for any reason. Students understand that their district-assigned device and all of its digital content is monitored by the district staff to ensure that it is being used in accordance with all Shrewsbury Borough School District acceptable use policies as outlined in the Student/Parent Handbook and district policy. A student's district-assigned device is the property of the Shrewsbury Borough School District and may be seized and reviewed at any time. Students should have no expectation of privacy regarding materials, information, and data found on their district-assigned device. Students exiting the district through transfer or graduation will return the device immediately upon withdrawal. Parents/guardians will be responsible for any costs associated with repair or replacement of a district-assigned device.

Digital Citizenship

Students will adhere to District policy.

The district-assigned device and related peripherals are the property of the Shrewsbury Borough Public School District and are governed by the Shrewsbury Borough School Student and Parent Handbook and Shrewsbury Borough Board of Education Acceptable Use of Computer Networks/Computers and Resources policies and regulations.

Students will abide by all copyright laws.

Copyrighted material is protected by law. Any use of copyrighted material should be appropriately noted in any school work. Please check with a teacher if you have any questions about using copyrighted material or how to give credit for use of any copyrighted material. Students violating copyright laws are subject to consequences and discipline as outlined in the Shrewsbury Borough School Student and Parent Handbook and Shrewsbury Borough Board of Education Acceptable Use of Computer Networks/Computers and Resources policies and regulations.

Students will use their district-assigned device for educational purposes only.

All district-assigned devices must be used in support of educational initiatives. This access may be revoked at any time for abusive or inappropriate conduct related to the use of the district-assigned device. Failure to comply with district policies or the guidelines stated in this document for care and use of the district-assigned device may result in the loss of privilege to take the district-assigned device home or use of the device. Attempting to bypass the filtering or security software in place is prohibited. All students will use appropriate and respectful language in all communications including but not limited to email, chat, and postings via various digital platforms.

Students will keep their district information private.

District-assigned passwords, sign-in badges, and login information should not be shared with anyone for any reason or at any time. Material accessed and created using student credentials are the responsibility of the student. Students will not give out personal information, such as names, addresses, photos, or other identifying information on the Internet for any reason. Students should not share files except for school related projects or assignments.

Students will not use aliases at any time or for any reason.

Students will identify themselves correctly and appropriately when interacting with Shrewsbury Borough Schools staff and students when using online communication and district-owned or licensed subscriptions and digital platforms. Students will not use or attempt to use accounts or subscriptions, logins, files, or personal information that are not their own as assigned by the district.

Students will respect the privacy of others.

The student will use the camera and microphone on the district-assigned device for approved use only. A student's district-assigned device comes equipped with audio and video recording capabilities through a built-in microphone and camera. All electronic and digital recordings created with a student's district-assigned device will comply with all Shrewsbury Board of Education policies, regulations, State and Federal laws. Electronic recordings obtained utilizing the district-assigned device will not be shared, published, or broadcasted for any reason by the student without express permission. State and Federal laws prohibit secret or surreptitious recording undertaken without the knowledge and consent of the person or persons being recorded. Violations of State and Federal recording laws will be reported to the proper authorities and may result in criminal prosecution.

Repair and Replacement Costs

If the district-assigned device or any of its components is lost or stolen, a replacement fee will be assessed for a complete package replacement. For purposes of this agreement, "lost" refers to any district-issued, student-assigned device or component that cannot be located upon a diligent search for a reasonable period, not to exceed three school days. Parent notification will occur after each offense. Damage determined to be malicious or intentional will result in disciplinary action. Below is a list of replacement fees for your reference. Please note that these fees are subject to change.

Monitor - \$49.95

Keyboard - \$79.95

Ac adapter - \$34.95

Total replacement Acer Chromebook - \$787.00