CHROMEBOOK PROGRAM – Grades K-12

Unless major revisions are necessary or privileges are revoked

2026-2027 MVSD TECHNOLOGY PROTECTION PLAN

This is an optional and voluntary program available to all students/parents

Please read this entire document to determine if this program is needed for you and your child's protection against damage of the MVSD Chromebook equipment in your care. Please refer to additional information in the current Chromebook Handbook for specific examples of how the plan works. This form must be completed and marked YES (with payment attached) or NO before the Chromebook will be provided to the student.

Coverage and Benefit

This agreement covers the MVSD Chromebook loaned to the student against some incidents of accidental damage. The following items are **NOT** covered:

- A Chromebook that is lost or stolen
- Damage caused by negligence including but not limited to leaving it outside in an automobile, immersion in liquid, any type of damage caused by food or drink, damage caused by pets, rough/inappropriate handling, etc.
- Intentional misuse of one's own or a peer's device
- **More than one accidental incident**, including more than one broken screen or accessories.
- Loss of power adapter/cord

Effective and Expiration

This coverage is effective from the date this form is returned and premium payment is received through the school year or sooner if student withdrawals. It covers the cost of repair.

Premium (prices subject to change)

The current cost is $30 ($20 for reduced lunch participants and $10 for free lunch participants) **paid annually**.
It is agreed and understood that:

- A separate signed application will be needed for each Chromebook covered.
- It will be the right of the principal or his/her designee to determine if damages were due to negligence or accidental in nature.
- The principal reserves the right to review all damages, determine negligence and cost of repair/replacement, assess such charges, and evaluate a student's privilege of taking the Chromebook to and from home. Students must clear all charges before participating in school-related events.

Please complete the information below and bring the form to the District Curriculum/IT Secretary.

_____
LAST NAME / FIRST NAME of the STUDENT (please print)

_____
Student ID # ***Grade Level***

_____
Home Address

_____
City, State, Zip

_____
Home Phone

___ **YES**, I would like to participate in the Technology Protection Plan. My full payment of **$**_____ is attached. Make checks or money orders **payable to: Mountain View School District** ****NO CASH WILL BE ACCEPTED****

___ **NO**, I decline the Technology Protection Plan service at this time. I understand I am responsible for 100% of any damage or loss to the MVSD Chromebook and accessories. The current replacement cost of a Chromebook, power adapter, cord, and school issued protect case is $330. Costs are subject to change.

Examples: Screen-$50, Keyboard-$60, Top Cover-$30, Case-$40

_____ _____
Parent/Guardian Signature ***Date***

FOR INTERNAL USE ONLY

Date _____ Recorded by _____

Check #_____ MO _____ FREE / REDUCED _____

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The Technology Protection Plan is only for one year and must be renewed each year for student to be covered

Incident Assessment Chart

Incident	Action(s) Necessary	Cost
Accidental Damage of Chromebook, Adapter, Power Cord, or protective case (1st Instance)	A damage report must be made immediately to the District IT Department with a description of how the damage occurred. If a report is not presented, a member of the IT Department will fill out a form and send to the parent for review. **"I don't know." is not an acceptable reason and may be cause for the damage to not be covered.** The device must be returned to school so that a new or spare device may be issued.	With the Technology Protection Plan, no cost for accidental damage. Without the Technology Protection Plan, cost of repair or replacement will be assessed.
Accidental Damage (2nd Instance and subsequent instances) More than one (1) occurrence of loss, theft or damage in a school year.	A damage report must be made immediately to the District IT Department with a description of how the damage occurred. If a report is not presented, a member of the IT Department will fill out a form and send to the parent for review. **"I don't know." is not an acceptable reason and may be cause for the damage to not be covered.** The device must be returned to school so that a new device or spare device can be provided. A spare device may not be issued for a 2nd break if the cost of the 1st break (if not covered by insurance) has not been paid for. The student may be required to wait until the original device is returned from service before having use of a Chromebook. Some loss of privileges of using the Chromebook may occur such as the following: -limiting participation in the Chromebook program -may not be permitted to take the device home This may also result in a referral for disciplinary action at Level II.	With or without the Technology Protection Plan student or parent pays for repair or replacement cost, whichever is lesser will be assessed. Per current Estimated Repair/Damage Cost
Intentional Damage / Abuse	Upon notification or administration's knowledge of an incident of intentional damage or abuse, the device must be returned to the IT Department. Deliberate damage will be referred to the administration. Applicable Board policies and/or school building policies will be followed with regard to appropriate discipline for damage to school property.	Up to replacement cost.
Loss / Theft Unless person(s) responsible for a theft are identified, the incident will be considered a loss.	A report must be made immediately to administration - In the event of theft or non-return, a police report will be filed.	Replacement cost
ID Card **Loss or Obscene Drawings**	All student ID cards are to remain in the Chromebook case as provided without alterations made to them. Graffiti and inappropriate / obscene markings are not allowed.	Replacement fee of $1 for each incident and disciplinary action for inappropriate / obscene markings.

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Procedures for Damages Not Covered

1. Did not purchase annual Technology Protection Plan

    a. Parent/student will complete a damage report that can be found in the District Curriculum/IT Office. If one is not filled out, a member of the IT Department will fill it out. The report will then be send home for parent review.
    b. Technology Department will assess damage and prepare cost to fix
    c. Parent/Student will receive an invoice of cost and description of repair
    d. Record of damages will be added to the student record

2. Technology Protection Plan purchased but repair not covered; Chromebook determined to be lost, stolen, vandalized, abused, or have multiple accident claims.

    a. Parent/student will complete a damage report that can be found in the District Curriculum/IT Office. If one is not filled out, a member of the IT Department will fill it out. The report will then be send home for parent review. The IT Department will assess damage and prepare cost to fix
    b. Technology Department will provide explanation of why the damage was deemed not to be covered by Technology Protection Plan
    c. Parent/Student will receive an invoice of cost and description of repair
    d. Record of invoice sent and any payments received will be documented by the Business Office.
    e. Record of damages will be added to the student record.

No Expectation of Privacy

No one should have any expectation of privacy or confidentiality with regard to any usage of a Chromebook issued by the District, regardless whether the usage happens for school-related purposes or not. **Without prior notice or consent, the District may access, supervise, view, monitor and record student use of Chromebooks at any time for any reason related to the operation of the District.** Chromebook browsing history in and outside of school is always logged. From time to time, the District may conduct random checks of Chromebooks and inspect their contents and condition. By using a Chromebook, students agree to such access, monitoring, and recording of their use.

Monitoring Software

School administrators, teachers, and IT staff may use monitoring software that allows them to view screens and activity on student Chromebooks at school during school hours.

Files Downloaded onto Chromebooks

All images, documents, files, and apps downloaded onto the Chromebook become the property of the Mountain View School District as allowable by law.

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MVSD **Chromebook Damage Report**

Name:

_____

Passcode to unlock unit: _____ **Asset Tag #** _____

Building: _____ **Grade:** _____

Date _____

Description of Damage (*include how the damage occurred*) "I DON'T KNOW" IS NOT A REASONABLE EXPLANATION AND MAY RESULT IN THE DAMAGE NOT BEING COVERED.

_____

_____

_____

_____

_____

_____

Student Signature: _____

Parent Signature: _____ **Phone #** _____

Principal Signature: _____ **Date:** _____

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Official Use Only:

Protection Plan Purchased: YES NO **Damaged Covered: YES NO**

If NO, rationale:

_____

Resolution / Action:

_____

_____ **Date:** _____

Signature of School Official