CHROMEBOOK PROGRAM – Grades K-12

Revised 5-20-2026

MOUNTAIN VIEW SCHOOL DISTRICT

CHROMEBOOK PROGRAM

GRADES K-12

Mountain View School District
11748 State Route 106
Kingsley, PA 18826
570-434-2180
www.mvsd.net

CHROMEBOOK PROGRAM – Grades K-12

One-to-One Technology Initiative

Mountain View School District offers a Chromebook for each student in grades K-12 ensuring that we graduate students who can work digitally, collaborate meaningfully, and communicate in connected, real-world ways. Our teachers and students work to find new apps, new lessons, and new discoveries as they prepare for tomorrow's opportunities. Mountain View is *Where Futures Begin!*

Mountain View has a Google management license that connects our learning community via Google Workspace for Education. This license affords our students the full array of Google Apps for Education and their features. In fact, Google offers thousands of educational apps that teachers and students can use to *power-up* learning. When students sign into Google Chrome with their *MVSD* account, pre-approved apps are instantly available wherever they go, making a smooth transition between home and school. Of course, the most powerful app ever is a web browser, which brings the world within students' reach at the touch of a keyboard. Chromebooks are built with this in mind. They run the Chrome OS (operating system) and provide the web via the Chrome browser and apps.

This handbook outlines the District's expectations for the proper handling of Chromebooks, describes students' responsibilities and ways they can best take care of the devices, and includes an agreement for them and their parents, including an option for a Technology Protection Plan. Understanding and abiding by this agreement is necessary in order to provide the best use of Chromebooks to our students. Its regulations, along with the District policy on Internet Acceptable Use and Student Handbooks, provide safeguards to ensure students have a positive experience, as we provide a 1:1 integration of educational technology for all.

Chromebook Loan Agreement

A Chromebook and accessories in good working order are being offered on lease to each student. Each student's acceptance of the equipment indicates the student's and parent/guardian's acceptance of the responsibility to care for the equipment and ensure that it is kept secure and functional, as expressed in this document.

This equipment remains at all times the Property of the Mountain View School District and is lent to the student for educational purposes only. The student may not deface or destroy this property in any way. The equipment is for the use of the student only; family and friends should not use the equipment. This includes siblings, cousins or others who are also enrolled in the Mountain View School District. They will have their own devices assigned to them. Inappropriate use of the device may result in the student losing his or her right to use the Chromebook. The equipment must be returned when requested by the Mountain View School District.

The District property may be used by the student only for school related/educational purposes, in accordance with District policies and rules, the District's Internet Acceptable Use Policy, as well as local, state, and federal law. An email account—a school licensed Gmail account @mvsd.net--will be available for each student to use for appropriate academic communication with other students and staff members only. This email is for communication within the School District only. The email account can be taken away if there is evidence of abuse.

The student may not make or allow others to make any attempts to add, delete, access, or modify District owned information on any Chromebook or any school owned computer. Unauthorized or inappropriate use may result in a cancellation and/or loss of this privilege and possible disciplinary action. The Mountain View School District network is provided for the academic use of all students and staff. The student agrees to take no action that would interfere with the efficient, academic use of the school network. Asset tags have been placed on the Chromebooks. These labels are not to be removed or modified. If they become damaged or missing, contact the IT support staff for replacements. Additional stickers, labels, tags, or markings of any kind are not to be added to the device.

CHROMEBOOK PROGRAM – Grades K-12

Parent & Student Responsibilities

Student Responsibilities:

The Chromebook is an important learning tool and is to be used for only educational purposes. 5th – 12th grade students daily carry their Chromebook in a school issued bag to and from home. In order to take the Chromebook home, you must be willing to accept the following responsibilities.

- When using the Chromebook at home, at school, and anywhere else I may take it, I will follow the policies of Mountain View School District, particularly the Student Handbook and the Internet Acceptable Use Policy, and abide by all local, state, and federal laws.
- I will treat the Chromebook with care by not dropping it, getting it wet, leaving it in an automobile, leaving it outdoors, unsecured, or in a place where it may become damaged or stolen.
- I will not remove the Chromebook from the school issued protective case at any time**.**
- I will not eat or drink while using the Chromebook. I agree that damage as a result from not following this will be considered negligence and abuse of the Chromebook.
- I will not lend the Chromebook to anyone, not even my friends or family members; it will stay in my possession at all times.
- I will not leave my Chromebook in athletic locker rooms.
- I will not remove District-owned programs or files from the Chromebook.
- I will charge my Chromebook nightly so that it has a full charge at the start of school every day.
- I understand that I will not have the ability to charge my Chromebook during the school day.
- I understand that if I leave my Chromebook at home or do not charge it, I am still responsible for getting course work done as if I had my Chromebook present and charged.
- I will bring the Chromebook to school every day. If I leave my Chromebook at home for multiple consecutive days, I may be called upon to bring the device in to verify possession and condition of the Chromebook.
- I agree that email (or any electronic communication) must be used only for appropriate, legitimate, and responsible educational communication. Failure to comply may mean loss of privilege to use email and/or other disciplinary action.
- I will keep all accounts and passwords assigned to me secure and will not share them with anyone.
- I will not attempt to repair the Chromebook. If it is not working properly, I will notify my ES homeroom teacher or the IT Department.
- I will not purchase replacement components (such as chargers or bags). Those items must be purchased by MVSD's IT department.
- I will bring the Chromebook to my homeroom teacher or the IT Department if it needs repair immediately. If damage occurs during a weekend or holiday, the damage will be reported by the student during homeroom upon the return to school. If it needs repair, the student's record will be checked, a loaner may be checked out if the student is eligible and a device is available, and appropriate fees will be charged to the student's District account if required.
- I will not try to circumvent the District security measures that attempt to keep me and the schools safe.

CHROMEBOOK PROGRAM – Grades K-12

Parent/Guardian Responsibilities:

Your son/daughter has been issued a Chromebook to improve his/her education this year. It is essential that the following guidelines are followed to ensure the safe, efficient and ethical operation of this computer.

- I understand that a Chromebook will not be issued until all paperwork is signed and returned, and a failure to complete the paperwork may inhibit my child from fully participating within his/her classes.
- I understand that if a repair needs to be made and/or a loaner needs to be assigned that I need to have my student return the appropriate signed paperwork to the District IT Department before any equipment is handed out to them.
- I will discuss our family's values and expectations regarding the use of the Internet at home.
- I will not attempt to repair the Chromebook, nor will I attempt to clean it with anything other than a dry cloth.
- I will not purchase replacement components (such as chargers or bags). Those items must be purchased by MVSD's IT department.
- I will report to the school any problems with the Chromebook and will not delete any District software.
- I will make sure my child recharges the Chromebook nightly.
- I will make sure my child brings the Chromebook to school every day. (5^{th} – 12^{th} grades)
- I understand that if my child comes to school without the Chromebook, I may be called to bring it to school. (5^{th} – 12^{th})
- I agree to make sure that the Chromebook is returned to school when requested or upon my child's withdrawal from the Mountain View School District.
- I understand that if my student's Chromebook is left at home or not charged properly, my student is still responsible for getting course work done.

CHROMEBOOK PROGRAM – Grades K-12

STUDENT/PARENT
CHROMEBOOK AGREEMENT SIGNATURE PAGE

Please return the completed form to the District Curriculum/IT Secretary on the first day of school.

Student Information

Last Name _____ First Name _____ MI _____

Homeroom_____ Grade_____ Student ID Number _____

Parent Information

Last Name _____ First Name _____

Student Agreement for Chromebook Use:

I, _____,
(print student's first/last name) agree to the following:

- I have read the MVSD Internet Acceptable Use Policy and the Chromebook Program. I will follow all of the school policies and this handbook at all times.
- I understand that I am permitted to use the Chromebook and internet for educational purposes related to school assigned topics and I will exercise responsible behavior when doing such.
- **I understand I am responsible for any damage, vandalism, loss, or theft of the Chromebook, power adapter, cord, and accessories whether due to accident, neglect, or intent.**
- I will immediately notify my homeroom teacher or the IT Department in case of damage, theft, vandalism, and/or loss of device.
- I agree to return the District Chromebook to the IT Department when requested, when I withdraw from the Mountain View School District, or no later than the collection date at the end of the school year.
- I understand that not returning the Chromebook at these times will result in the Chromebook being locked and a replacement fee will be entered into my obligations account.
- I understand I must clear all Chromebook fees, if any, before participating in school-related events, including attendance at sports, dances, and graduation.
- I will not try to circumvent the District security measures.

Student Signature: _____

Date: _____

In case of questions, repairs, or technical assistance throughout the school year, students and parents may see the following IT staff.

High School Room 229
570-434-8557 or 570-434-8556

Parent/Guardian Agreement:

I, _____,
(print parent's first/last name) agree to the following:

- I have read the MVSD Internet Acceptable Use Policy and the Chromebook Program. I will follow all of the policies/regulations included in the handbook at all times. I will hold my child accountable to these policies and regulations.
- I understand that this Chromebook is designated for educational purposes and, therefore, my child's violations of this agreement may be cause for the removal of his/her Chromebook privileges.
- **I assume financial responsibility for any damage, vandalism, loss, or theft of the Chromebook, power adapter, cord, and accessories whether due to accident, neglect, or intent**. Further, I understand if my child accidentally or purposefully damages or breaks another student's Chromebook, power adapter, cord, or accessories, I am financially responsible for all expenses related to repairs or replacement. **Any charges not cleared within 60 days may be referred to collections and subject to additional fees and may be filed with the magistrate.** It will be the right of the principal or his/her designee to determine the nature of and cost of damages.
- **I understand that I have the option to purchase a Technology Protection Plan that will cover one accidental incident (see details on the Technology Protection Plan form)**
- I understand that the Chromebooks are District owned devices and all content stored on the Chromebook is subject to review at any time.
- I understand that if my student fails to return the Chromebook when/as directed, I will pay the replacement cost of the Chromebook, power adapter, cord, and accessories provided by the District. Failure to do so may result in a criminal and/or civil court prosecution.
- I understand that I must clear all my student's Chromebook fees, if any, before my student participates in school-related events, including attendance at sports, dances, and graduation/commencement activities. I understand that if the fees are not cleared by the end of this school year, a citation may be filed with the magistrate.

Parent/Guardian Signature: _____

Date: _____

Agreement will continue as long as student remains enrolled at MVSD