Duquesne City School District
Department of Information Technology
300 Kennedy Avenue
Duquesne, PA 15110-1208

Phone (412) 466-9393
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Email it@dukesk12.org

STUDENT DEVICE AGREEMENT

An Apple iPad (hereinafter referred to as "Device", "device", "Equipment", or "equipment") and accessories in brand new or good working order are being loaned 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 Duquesne City School District (hereinafter referred to as "District" or "Duquesne City School District") and is lent to the student for educational purposes only. The student, and parent/guardian as applicable, shall read, understand, and agree to the terms and conditions of this Student Device Agreement in order for their student to be issued a Device.

General Terms and Conditions

(1) The Device is for the use of the student only to which the equipment is assigned. Other students, family, friends, et al. are not permitted to use the Device.

(2) The Device shall be returned when requested by the Duquesne City School District, at or before the conclusion of the current school year, before or upon entry into enrollment in alternative education (e.g., DVA Cyber Academy, out of district placement, etc.), or before withdrawing from the Duquesne City School District.

(3) The student is issued a Device (iPad), protective case, a charger cord, and a charger adapter. These items must be returned when requested by the District, at or before the conclusion of the current school year, before or upon entry into enrollment in alternative education (e.g., DVA Cyber Academy, out of district placement, etc.), or before withdrawing from the Duquesne City School District. Every effort to ensure the proper care, responsible use, and protection of this equipment must be made by the student and the parent/guardian. An invoice will be sent for the value of the item(s) damaged, defaced, not returned, or otherwise unaccounted for, which will be payable upon receipt.

(4) An account is provided by the Duquesne City School District via the Department of Information Technology for student use for bona-fide educational use only. The account is provided through the District's Google Workspace for Education service. The account 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 Duquesne City School District only.

(5) The student shall not permit the use of their account for non-educational purposes, mailing lists, subscription services not sanctioned by the District, or to engage in conduct that is prohibited by District policy, District rules, local ordinances, State law, or Federal law.

(6) The student shall not at any time utilize any other Apple/iCloud account, Google account, or otherwise besides their District-issued account (in the format of `firstname.lastname@dukesk12.org`) on the Device. The student shall not log out of the Apple/iCloud account on the Device and must only use their District-issued account.

(7) The student shall not sign into personal devices or non-District issued devices at any time. Such device activity will be blocked upon discovery.

(8) The student shall not engage in the transmission, reception, or otherwise dissemination of illegal content, copyrighted materials, pirated content/media, or pornographic materials.

(9) Inappropriate use of the Device that is a violation of District policy, District rules, local ordinances, State law, or Federal law is expressly prohibited.

(10) The Device shall only be utilized by the student in which the equipment is assigned for bona-fide educational and non-commercial purposes, in accordance with District policy, District rules, local ordinances, State law, or Federal law.

(11) The student shall not make or allow others to successfully or attempt to add, delete, access, or otherwise modify District-owned information on any Device or any school-owned computer to which they do not have access granted by the Department of Information Technology. The Duquesne City School District's 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, and acceptable use of the school network and its resources.

(12) The Device is equipped with an Asset Tag label. The Asset Tag label, as well as any other identifying labels or markings placed by the District and the Department of Information Technology, shall not be removed at any time. If the Asset Tag label or any other identifying labels become missing or damaged, the student shall notify the Department of Information Technology for replacements as appropriate. At no time shall a student remove, deface, cover, obscure, or otherwise make unreadable or unusable any Asset Tag label or other identifying labels or markings, and shall not permit such from occurring.

(13) Additional stickers, labels, tags, markings, graffiti, or otherwise defacement of the Device shall occur or be permitted to occur.

(14) The student is not permitted to access pornographic content, content of an adult nature, or materials rated outside their age bracket based on industry ratings or otherwise.

(15) There is to be no attempt made to circumvent CIPA/COPPA filters (e.g., Securly, Gaggle, etc.) by any means, any attempt to access Tor/Onion websites (a.k.a., "dark web"), or the use of proxy/VPN services or sites.

(16) The student agrees to use best efforts to assure that the Device is not damaged, or rendered inoperable by any electronic means, including but not limited to viruses, worms, Trojans, malware, rooting activities, Tor browsers, .onion sites, VPN clients, VPN sites, proxy clients, or proxy sites.

(17) The student is not permitted to use media downloader sites (e.g., YouTube downloaders) at any time.

(18) The student acknowledges and agrees that the students use of the Device is a privilege and that by the student's agreement to the terms hereof, the student acknowledges the "student's responsibility" to protect and safeguard the Device and to return the same in good condition upon request to the Duquesne City School District.

(19) The Device shall not be taken by the student while on vacation, domestic or international.

(20) The Device shall be used at the Duquesne City School District located at 300 Kennedy Avenue, Duquesne, Allegheny County, PA 15110 and the residence(s) on file within the Student Information System (SIS) for that student.

(21) The Device shall not be taken interstate (outside of Pennsylvania) or outside the United States of America (USA) for any reason.

(22) The student shall follow all rules, policies, and procedures set forth by the District, particularly in the Student Handbook and the Internet Acceptable Use Policy, and abide by all local, State, and Federal laws.

(23) The student shall treat the Device with care at all times.

(24) The student shall not allow the Device to become wet, exposed to the elements (e.g., rain, snow), left in an automobile, left unattended while outside, left unsecured, or in a place where it may become damaged, stolen, or tampered with.

(25) The student shall not lend the Device to anyone and will keep the Device within their possession at all times.

(26) The student shall not remove, delete, modify, or tamper with District-owned programs or files from the Device.

(27) The student shall maintain the Device in good operational condition at all times, ensuring that it is well-kept, safe and secure from damage, and ensure it is charged nightly or at the end of each school day so it is ready for the next school day.

(28) The student shall take the Device to school with them each day.

(29) The student understands that if they leave their Device home or do not charge it, the student is still responsible for completing coursework.

(30) The student will only use email for educational, appropriate, and legitimate communication in a responsible manner.

(31) The student agrees to keep all accounts and passwords assigned to them secure and will not share passwords or account access.

(32) The student, friends, or family shall not attempt to repair the Device should it be rendered damaged or inoperable. If the Device is not working properly, the student shall notify the Department of Information Technology, teachers, and/or administrators for repairs/remedies.

(33) If the parent/guardian takes the Device to a repair shop, service center, Apple store, or otherwise non-District approved repair center for repair(s) to the Device, the parent/guardian assumes any and all responsibility for the repair of the Device, failed repair(s) to the Device, and may be financially responsible for correcting failed repair(s) to the Device. The District shall not make any monetary reimbursement or remedies to the parent/guardian for such service(s).

(34) The student shall bring the Device to the Department of Information Technology, their teacher(s), or an Administrator should it need repair services. If the Device is determined to be in need of repair services, the student's record will be checked, and a loaner Device may be checked out for student use if the student is eligible, and a loaner Device is available at the time of the request.

(35) The student in receipt of a loaner Device shall not take home the loaner Device. The loaner Device is for the educational day only. The loaner Device must be returned to the Department of Information Technology at or before 3:00 pm, or prior to any early dismissal that day. A second loaner Device shall not be issued in the event the previous loaner Device is not returned.
(36) The parent/guardian shall supervise their student's use of the Device while at home.
(37) The parent/guardian shall discuss their expectations with their student regarding the usage of the Internet while at home.
(38) The parent/guardian shall supervise the student's use of the Internet and/or email.
(39) The parent/guardian shall not attempt to repair the Device.
(40) The parent, guardian, and/or student shall not attempt to clean the Device with anything other than a dry cloth. Cleaning services can be provided by the Department of Information Technology.
(41) The parent/guardian shall report to the District any problems with the Device and will not delete any District software.
(42) The parent/guardian shall make sure their student charges their Device nightly.
(43) The parent/guardian shall ensure their student brings the Device to school each school day.
(44) The parent/guardian shall ensure that the Device is returned to the District when requested, or immediately upon the withdrawal from the Duquesne City School District.
(45) Device insurance, although optional, is strongly encouraged. Should the Device become lost, stolen, damaged, or otherwise inoperable or unusable, the student, parent, or guardian will be responsible for the full cost of repair or replacement. Should the balance due of repair or replacement not be fulfilled, the student will not receive another Device until the balance due is paid in full. (Exceptions include but may not be limited to academic testing (e.g., MAP/NWEA, Acadience), or state mandated testing (e.g., PSSA, WIDA) where a Device is mandatory.)
(46) The District reserves the right to limit, restrict, or revoke student use of the Device.
(47) The District reserves the right to limit, restrict, or revoke take-home privileges of the Device.

Verizon Innovative Learning Schools (VILS) Program Participation

This section applies only to students participating in the Verizon Innovative Learning Schools ("VILS") program.

Students participating in the VILS program, and their parent(s)/guardian(s), are required to comply with all terms, conditions, limitations, responsibilities, and requirements contained in the applicable VILS Minor Student End User Participation Agreement, as issued through the District, Digital Promise, Verizon Wireless, and/or any affiliated VILS program partner. By accepting, possessing, or using a District-issued VILS device, wireless service, accessory, account, application, or related technology resource, the student and parent/guardian acknowledge that participation in the VILS program is subject to the VILS agreement in addition to this Student Device Agreement, the District Acceptable Use Policy, the Student Code of Conduct, and all other applicable District policies and procedures.

VILS devices and wireless service are provided solely for approved educational and program-related purposes. Students may not sell, transfer, loan, tamper with, remove hardware or software from, misuse, or permit unauthorized use of any VILS device, SIM card, wireless service, hotspot function, application, account, or related technology resource. Students are responsible for using the device in a safe, appropriate, lawful, and respectful manner, including compliance with all data usage restrictions, content restrictions, service limitations, reporting requirements, and return procedures established by the VILS program and the District.

Failure to comply with the VILS agreement, this Student Device Agreement, or any applicable District policy may result in limitation, suspension, or termination of device privileges, wireless service, program participation, disciplinary action, financial responsibility where applicable, and/or required return of the assigned device and related equipment.

Use and Care of Your Issued Device and Accessories

Bring your Device to school every day. Devices are intended for use at school each day. Teachers will plan their lessons assuming that all students will bring their Devices with them with plenty of charge. In addition to teacher expectations for Device use, school messages, announcements, calendars, and schedules may be accessed using Devices. You are expected to be responsible to bring your Device to all classes, unless specifically instructed to do otherwise by your teacher or principal.

- Charge your Device every night. Be sure to have a full charge as you enter school each day. Make charging your Device part of your nightly routine before going to bed on school nights.
- Makeup is a must if you do without. If you leave your Device at school, or come to class without a charge, you are still responsible for all your coursework. If you leave your Device at home for multiple consecutive days, your teacher or principal may request that you bring the Device in to verify possession and condition of your Device. Repeatedly not having your Device at hand or not having it charged for class, may be cause for disciplinary action.
- Keep only school appropriate media on your computer. Inappropriate media should not be on the Device and may not be used as a screensaver or background image on the Device home screen, Safari browser, Chrome browser, or otherwise. The Device shall not be used to take photos unless as part of an assignment or instruction by school staff.
- Do not take images, video or audio without subject consent and school staff permission. Taking pictures and recording audio or video without permission is inappropriate, and without consent may be unlawful. Posting them to the Internet is a violation of District policies.
- Obey copyrights. Individually purchased, legal, school appropriate media is allowed on your Device, however, you may be asked to remove any media files at any time. Illegal downloading and distribution of copyrighted works are serious offenses and carry with them the risk of substantial fines and criminal prosecution. Copyright infringement violates the District's Internet Acceptable Use Policy and leads to disciplinary action.
- Abide by media content expectations. Parents should work in concert with teachers and administrators to set expectations for appropriate apps, content, music, videos, games, and E-texts on your Device. The following are NOT allowed on student Devices: apps rated 17+ or ESRB Mature, films rated R and NC17, television shows with TV-MA rated content, and media rated Explicit Content. Inappropriate content is not allowed and any violation of this policy will result in disciplinary action.
- Keep browsing safe and through the school filter. The District's IT department and technology support staff work responsibly to ensure that potentially inappropriate sites are blocked by the District's Internet filter, in accordance with all applicable laws. Students are expected to abide by the Internet Acceptable Use Policy, and are in violation if they access sites through proxies or otherwise circumvent the school filter. At home it is the parents' and guardians' responsibility to monitor students' Internet access. For more information on Internet safety, apps, and ratings, please check the guides at commonsensemedia.org.
- Turn down the volume and pull out the headphones. Speakers are to be muted at all times, unless you are granted permission by your teacher for instructional purposes. You may also use headphones at teacher discretion.
- Leave the District loaded apps on your Device. Do not delete any District loaded apps, folder, files, or file management software. Deletion of certain files or apps will interfere with your ability to complete coursework.
- Avoid eating and drinking while using your Device. Firstly, eating and drinking while using your computer is bad for your personal hygiene because germs are more likely to be spread from the keyboard to your mouth. Secondly, doing so puts your Device at risk of crumbs and spills that can do permanent damage to the function and life of your Device. This is considered neglect. A Device with damage as a result of spilled liquids or foods is not covered under the protection plan.
- Devices are not permitted in the Cafeteria.
- Never leave your Device unsecured. Your Device should never be in an unlocked locker, car or any unsupervised area or hallway. This is considered neglect.
- Never leave your Device exposed to extreme elements. Devices are sensitive to heat and liquids, therefore leaving them in cars, direct sunlight, outdoors, or anywhere they could get hot, cold, damp or wet should be avoided. This is considered neglect.
- Notify the Technology Department, teachers, and/or administration if your Device has a problem. Whether your Device is not functioning properly, has suffered some damage, or is missing, it is your responsibility to let a school official know as soon as possible. Never try to repair your Device yourself. Clean only with a dry cloth.
- Limit damage over time. More than one occurrence of loss, theft or damage in 90 school days will be interpreted as neglect. More than two occurrences of loss, theft or damage during the school calendar year will be interpreted as neglect.

Privacy, Monitoring, Filtering, and Downloads

NO EXPECTATION OF PRIVACY

No one should have any expectation of privacy or confidentiality with regard to any usage of a Device issued by the District, regardless whether the usage happens for school related purposes or not. At any time, without prior notice of consent, the District may access, supervise, view, monitor, log, and record student data and browser use history of Devices at any time for any reason related to the

operation of the District. From time to time, the District may conduct random physical checks of Devices and inspect their contents and condition. By using a Device, students agree to such access, monitoring, and recording of their use.

MONITORING AND FILTERING SOFTWARE

School administrators, teachers, and technology staff may use monitoring software that allows them to view screens and activity on student Devices while at school. Content filtering software is installed and active on student issued devices as applicable by law in order to protect the student from potentially harmful content and material, and content related to guns, drugs, violence, sexual content, and other potentially harmful media.

FILES DOWNLOADED ONTO DEVICES

All images, documents, files, and apps downloaded onto the Device become the property of Duquesne City School District as allowable by law.

Insurance Protection Plan

Please read this entire document to determine if this program is needed for you and your child's protection against damage of the loaned Device equipment in your care. Please refer to the Incident Assessment Chart to see how the whole plan, associated potential charges, and incident reporting work. The form on the last page of this packet must be completed and marked *YES* or *NO* before the Device will be permitted to leave the building/be taken home. If the last page of this packet is not completed, or "No" is indicated, the student will not be permitted to remove the Device from the school building. Return completed forms to the school within five (5) days.

The administration will review all damages determined to be from misuse or negligence and will assess the student's continued privilege of taking the Device to and from School. It will be the right of the school administrators and designees to determine if damages were due to negligence or accidental.

Insurance Provider: Securranty
1470 First Colony Boulevard
Suite 300
Sugar Land, TX 77479
(832) 304-2015

The District may elect to use the repair services of Securranty or AGI Repair, whichever is of lower cost to the District, student, parent, and/or guardian in the event repairs are needed for uninsured devices.

INSURANCE PROTECTION PLAN (IPP) ENROLLMENT

A parent/guardian may enroll in the voluntary Insurance Protection Plan (IPP) at any time during the school year after a Device has been issued. Securranty requires a physical Device to have been issued to a student (with a verifiable Asset Tag number and Device serial number). Once enrolled in the IPP, the Device will be covered for a total of 365 calendar days from enrollment, or until the policy is canceled by the policyholder (parent/guardian) or the District. In the event of a cancellation by any party, Securranty will issue a prorated refund for the unused balance of the premium.

Example Scenario: *The IPP is purchased for a cost of $38.95, which covers the Device for 365 calendar days. If the enrollment in the IPP is canceled after 6 months, the payment method used to enroll would be refunded for a total of $19.48 for the unused portion of the IPP protection purchased.*

Enrollment in the IPP will not cover Device damage or loss prior to enrollment. Although the parent/guardian can enroll in the IPP at any time, if an enrollment in the IPP occurs after the Device has become damaged, and a claim is filed on the device in question, then the policy will not cover the claim prior to enrollment in the IPP. The Device must be insured under the IPP before a claim is made.

In the event that an IPP claim is made to Securranty, the shipping, receiving, and loaner Device (if applicable and/or eligible) will be handled by the Department of Information Technology. The Department of Information Technology will need to send out the Device involved in the claim for repairs, may issue a loaner Device (if applicable and/or eligible), and receive the repaired Device.

COVERAGE AND BENEFIT

Please read the Securranty policy for coverages included. The policy with Securranty is set to include the following incidentals as a "covered loss":

Incidental	Definition	Deductible
Accidental Damage	Covers external or internal damage from drops or falls such as cracked screens, damage from $0.00 liquid (spills or full immersion), camera, keyboard, ports, buttons, battery, missing keys including damage from animals and cars.	$0.00
Loss	Covers lost or misplaced device including AC adapters.	$0.00
Theft	Covers theft and burglary of the device including AC adapters.	$0.00
Standard Perils	Covers loss from flood, fire, and vandalism.	$0.00

The following is not covered by the Insurance Protection Plan:

(1) Damage caused by negligence and/or neglect such as leaving it outside or in an automobile, intentional immersion in liquid, intentional damage by food or drink, intentional rough handling, intentional destruction or damage of the device, excessive sliding across rough surfaces, or using the device as a "skid".
(2) Intentional misuse of one's own or a peer's device.
(3) Intentionally throwing, slamming, smacking, hitting, punching, intentional electrical shorts, intentional battery compromise, destruction caused by participation in a "TikTok Challenge" or similar, or other types of intentional physical damage caused to this device and/or its accessories.

EFFECTIVE AND EXPIRATION DATES

Insurance coverage is effective from the date this required form and premium payment are received by Securranty for one (1) calendar year (365 days) from the time of purchase.

IPP PREMIUM

The total premium cost is $38.95 for each calendar year period (365 days from time of purchase) per device. Partial semesters/years are refunded by Securranty on a pro-rated basis. Furthermore, it is agreed and understood that (1) the IPP is offered to all students, and, (2) participation in the IPP is totally voluntary, and, (3) a separate signed agreement will be needed for each Device covered. Payment is made electronically directly to Securranty using the IPP enrollment instructions provided by the Department of Information Technology. The Department of Information Technology will not process payments or handle any monies.

PROCEDURES FOR DAMAGES NOT COVERED

The following are prescribed procedures for damages that are not covered by the Insurance Protection Plan (IPP).

Did not purchase an annual Insurance Protection Plan (IPP):	(a)	Parent(s)/Student(s) will complete the damage report.
	(b)	The Department of Information Technology will assess damage and prepare costs to fix.
	(c)	Parent(s)/Student(s) will receive an invoice of cost and description of repair.
	(d)	Record of invoice sent and any payments received will be sent to the school for the student record.
Insurance Protection Plan purchased but repair not covered or claim rejected by Securranty; Device determined to be lost, stolen, vandalized, neglected, or have multiple accident claims:	(a)	Parent(s)/Student(s) will complete the damage report.
	(b)	The Department of Information Technology will assess the damage, scope, and prepare costs to fix.
	(c)	The Department of Information Technology will provide an explanation of why the damage was deemed not to be covered by the Insurance Protection Plan (IPP)
	(d)	Parent(s)/Student(s) will receive an invoice of cost and description of repair.
	(e)	Record of invoice sent and any payments received will be sent to the school for the student record.

FAILURE TO PAY

Failure to make payment on assessed and/or invoiced charges that are not covered by insurance, denied by the insurance provider, if insurance was not elected, or on a payment plan, will result in collection efforts, up to and including a citation with the local Magistrate. Should the balance due of repair or replacement not be fulfilled, the student will not receive another Device until the balance due is paid in full. (Exceptions include but may not be limited to academic testing (e.g., MAP/NWEA, Acadience), or state mandated testing (e.g., PSSA, WIDA) where a Device is mandatory.)

DETERMINATION OF FAULT

It will be the right of the building Principal and/or his/her designee, and/or the Director of Information Technology to determine if damages were due to negligence, were accidental, or were intentional in nature. Determinations, once made, are final.

Incident	Action(s) Necessary	Cost
Accidental Damage of Device, Adapter, or Power Cord (1st Instance)	A report must be made immediately to the Department of Information Technology, a teacher, or an Administrator who will be responsible to record the incident. The Device must be returned to school so that a new, spare, or loaner Device may be issued.	**With** the Insurance Protection Plan (IPP), no cost for accidental damage. If the claim is rejected by Securranty, the cost of repair/replacement will be assessed. **Without** the IPP, the cost of repair/replacement will be assessed.
Accidental Damage Second (2nd) Instance. More than one (1) occurrence of loss, theft or damage in 30 school days will be interpreted as neglect.	A report must be made immediately to the Department of Information Technology, a teacher, or an Administrator who will be responsible to record the incident. The Device must be returned to school so that a new, spare, or loaner Device may be issued, however a replacement Device may not be issued for a second break. The student may be required to wait until the original Device is returned from service before having use of a Device.	**With** the IPP, no cost for accidental damage. If the claim is rejected by Securranty, the cost of repair/replacement will be assessed. **Without** the IPP, the cost of repair/replacement will be assessed.
Accidental Damage Third (3rd) Instance. More than two (2) occurrences of loss, theft or damage during the school calendar year will be interpreted as neglect.	A report must be made immediately to the Department of Information Technology, a teacher, or an Administrator. The Device must be returned to school so that a new Device or spare Device, however, a spare Device may not be issued for a third break. The student may be required to wait until the original Device is returned from service before having use of a Device. Some loss of privileges of using the Device may occur such as the following: limiting participation in the Device program, may not be permitted to take the Device home. This may also result in a referral for disciplinary action.	**With** the IPP, no cost for accidental damage. If the claim is rejected by Securranty, the cost of repair/replacement will be assessed. **Without** the IPP, the cost of repair/replacement will be assessed.
Intentional Damage and/or Neglect	Upon notification or Administration's knowledge of an incident of intentional damage or neglect, the Device must be returned to school. Deliberate damage will be referred to the Administration and the Department of Information Technology. Applicable Board policies and/or school building policies will be followed with regard to appropriate discipline for damage to school property.	Replacement cost.
Loss/Theft Unless the person(s) responsible for a theft are identified, the incident will be considered a loss.	A report must be made immediately to the Administration and the Department of Information Technology. In the event of theft, a police report is to be filed in the jurisdiction the theft occurred in, and be provided to the District. Administration will determine subsequent action regarding device replacement.	**With** the IPP, no cost for loss/theft. If the claim is rejected by Securranty, the cost of replacement will be assessed. **Without** the IPP, the cost of replacement will be assessed.

Devices Issued

Depending on the grade level of the student, the program the student is enrolled into, or other criteria, there will be different device types issued to the student. It has been determined by the Department of Information Technology that there are specific configurations of devices that work best for specific grade levels and/or functions.

Accommodations for students are managed on a case-by-case basis and under applicable laws and regulations.

Grade Level or Program	Device Type	Case Type	Accessories	Connectivity
Kindergarten	Apple iPad (8th or 9th Generation) 32 GB or 64 GB Model	Protective Shell (Brenthaven 360, or similar)	Each Device is to be issued a charging cable and AC adapter.	Wi-Fi Only
1st Grade	Apple iPad (8th or 9th Generation) 32 GB or 64 GB Model	Protective Shell (Brenthaven 360, or similar)	Each Device is to be issued a charging cable and AC adapter.	Wi-Fi Only
2nd Grade	Apple iPad (8th or 9th Generation) 32 GB or 64 GB Model	Protective Shell (Brenthaven 360, or similar)	Each Device is to be issued a charging cable and AC adapter.	Wi-Fi Only
3rd Grade	Apple iPad (8th or 9th Generation) 32 GB or 64 GB Model	Keyboard Case (Logitech Rugged Pro, or similar)	Each Device is to be issued a charging cable and AC adapter.	Wi-Fi Only
4th Grade	Apple iPad (8th or 9th Generation) 32 GB or 64 GB Model	Keyboard Case (Logitech Rugged Pro, or similar)	Each Device is to be issued a charging cable and AC adapter.	Wi-Fi Only
5th Grade	Apple iPad (10th Generation) 64 GB Model	Protective Shell (Brenthaven 360, or similar)	Each Device is to be issued a charging cable and AC adapter.	Wi-Fi and Verizon LTE Data (Under the VILS Program)
6th Grade	Apple iPad (10th Generation) 64 GB Model	Protective Shell (Brenthaven 360, or similar)	Each Device is to be issued a charging cable and AC adapter.	Wi-Fi and Verizon LTE Data (Under the VILS Program)

7th Grade	Apple iPad (10th Generation) 64 GB Model	Protective Shell (Brenthaven 360, or similar)	Each Device is to be issued a charging cable and AC adapter.	Wi-Fi and Verizon LTE Data (Under the VILS Program)
8th Grade	Apple iPad (10th Generation) 64 GB Model	Protective Shell (Brenthaven 360, or similar)	Each Device is to be issued a charging cable and AC adapter.	Wi-Fi and Verizon LTE Data (Under the VILS Program)
DVA Cyber Program	Apple iPad (8th or 9th Generation) 32 GB or 64 GB Model	Keyboard Case (Logitech Rugged Pro, or similar)	Each Device is to be issued a charging cable and AC adapter.	Wi-Fi Only
Out of District Placement (OODP)	*No Device Issued*	*No Device Issued*	*No Device Issued*	*No Device Issued*
9th – 12th Grade	*No Device Issued*	*No Device Issued*	*No Device Issued*	*No Device Issued*

Students that receive Out of District (OOD) placement that are under an IEP, and where the IEP indicates a Device for communication, accessibility, or disability accommodation, the District may provide a Device to the student to remain at the OOD school at the determination of District Administration.

Students that are in the 9th through 12th Grades attending the West Mifflin Area School District (WMASD), East Allegheny School District (EASD), or any school districts receiving students in the 9th, 10th, 11th, or 12th Grade on behalf of the Duquesne City School District, or any grade levels not offered at the Duquesne City School District will not receive a Device from the District. Students attending those schools or for grades not available at the Duquesne City School District will receive a device pursuant to that district and their policies/programs.

McKinney-Vento students will receive a device for the grade level they are enrolled in.

Students in 5th, 6th, 7th, or 8th Grade will receive a Device capable of cellular data under the Verizon Innovative Learning Schools (VILS) program and receive up to 30 GB per month of LTE data provided by Verizon Wireless for the duration of the VILS program. If the VILS program is terminated or has expired, and the Verizon LTE data plan(s) is(are) no longer offered by Verizon Wireless under this program, the LTE data plan will be inactivated on the device and will become a Wi-Fi only Device. While the Verizon Wireless LTE data plan is activated, please note that while it does have a telephone number associated with it, the device is incapable of placing or receiving telephone calls or text messaging.

Returns of Devices and Transition Between Programs

Students will receive a Device depending on if they are classified as In-Person Learning (IPL), enrolled in the Duquesne Virtual Academy (DVA) Cyber Program, or Out of District (OOD)/Out of District Placement (OODP), if eligible.

Refer to the table (above) to determine what device your student is eligible to receive.

In the event that a student attends school at the District in person, and the student transitions from In-Person Learning (IPL) to the Duquesne Virtual Academy (DVA) Cyber Program, before the DVA Device can be issued to the student, the Department of Information Technology MUST receive their IPL device in good condition capable of being reissued. Conversely, if a student enrolled in the DVA Cyber Program transitions to In-Person Learning, the Department of Information Technology MUST receive their DVA Device before an IPL device can be issued. A student can only be issued one Device at a time.

If the Device is not returned, another device will not be issued until the missing device has been received by the Department of Information Technology. In the event that a Device is not returned, and a period of thirty (30) days has elapsed, or the end of the school year has been reached, the parent/guardian of the student may receive an invoice for the full replacement value of the Device and any related accessories. The balance on the invoice will be due immediately. In the event that the invoice payment is not received, this will result in collection efforts, including a citation with the local Magistrate and/or possible additional legal action.

Compliance and Safety of Applications and Programs

The Department of Information Technology conducts a comprehensive review and vetting process for all Educational Technology (Ed-Tech) components to ensure full compliance with the Children's Online Privacy Protection Act (COPPA). This includes evaluating all applications, platforms, and digital services accessible on student-issued Devices to verify that they adhere to strict standards for the collection, use, and safeguarding of student data. Particular emphasis is placed on protecting the privacy of minors by ensuring that any data collected is limited, securely handled, and used solely for legitimate educational purposes in accordance with Federal regulations and District policy.

A complete matrix of all applications and programs utilized by the District is available on the District's website (www.dukecitysd.org) and is updated on a regular basis. The matrix is maintained by the Director of the Department of Information Technology in coordination with the Director of Curriculum, as well as Administration.

Parent/Guardian Authorization and Agreement Instructions



AUTHORIZATION: PLEASE READ BEFORE CONTINUING

As a condition of student device issuance, the Student Device Agreement Google Form must be fully completed and submitted to the District. The District will no longer accept paper Student Device Agreement forms or paper packets. All submissions must be completed electronically through the Google Form.

A separate Google Form submission is required for each student. For example, if you have two students enrolled in the District, you must complete and submit the Google Form twice, once for each student.

Submissions with missing, inaccurate, or incomplete information may be deemed non-compliant and may not be processed. Device issuance may be withheld until a complete and accurate submission is received.

Failure to complete the Student Device Agreement Google Form may result in your student not receiving a device and may restrict your student from taking their assigned device home.

The information contained in the Student Device Agreement is provided for reference and acknowledgment purposes. Submission of the completed Google Form constitutes acknowledgment and acceptance of the terms outlined in the Student Device Agreement. ONLY THE STUDENT DEVICE AGREEMENT GOOGLE FORM MUST BE SUBMITTED. NO PAPER FORMS OR PAPER PACKETS ARE REQUIRED.

Duquesne City School District
Department of Information Technology
300 Kennedy Avenue, Duquesne, PA 15110

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Fax (412) 466-7599
Email it@dukesk12.org

PLEASE RETAIN THIS PACKET FOR YOUR RECORDS.