



GCS Digital Conversion Device Care Agreement

2026-27 School Year – K to 4th Grade



As Graves County School District prepares for the 2026-27 school year, a Chromebook could be assigned to your child. Since these devices are expensive to replace, we ask that students and parents use extreme caution and care with this equipment. Due to the cost, it is incumbent upon the district to conserve resources and to require financial compensation for repairs/damages. These damages include, but are not limited to:

- cosmetic damage, including but not limited to, scratches, dents and broken plastic, or damage to ports
- damage caused by liquid contact, fire or other external cause
- damage caused by operating the device outside the published guidelines
- damage caused by service performed (including upgrades and expansions) by anyone who is not a representative of the GCS Technology Department
- modifying or altering the functionality or capability without the written permission of GCS Technology Department
- a device from which any serial number or other identifying information has been removed or defaced

Parent, Student Responsibilities



Review material on Power-On Webpage

Students who receive a Chromebook, regardless of grade, must review all information and watch all videos listed on the Power On Digital Program website (www.graves.kyschools.us/families/poweron-digital-program).

Keeping Chromebook Charged

Students are responsible for ensuring the Chromebook's battery maintains a charge. Failure to do so could result in the battery failing and the student being charged for the replacement of the battery.

Potential Loss of Data

During service, it is possible that the contents of the device's storage media will be lost, replaced or reformatted. In such an event, the GCS Technology Department is not responsible for any loss of data, other information contained on the storage media, or any other part of the product serviced.

Acceptable Use

Please refer to the student handbook regarding acceptable use of technology. Parents and students should be aware that devices and accounts are the property of Graves County School District and as such are monitored.

What to do if the device is stolen or lost

If the device is stolen, a report must be completed by the school resource officer or principal designee. If the device is believed to be lost, students should report to the school office or help desk immediately. If the device is not found within 48 hours, the device will be considered permanently lost and the student will be charged for the lost device. If it is later found, the charge will be refunded. Students will not be charged for stolen devices.

Forgotten Device

Graves County Schools reserves the right on an as needed basis to apply disciplinary action if the student does not bring their Chromebook to school. This will be considered an instance where the student is not prepared for class. Any disciplinary action applied is at the discretion of the school and will be in accordance with that school's disciplinary policy.

What will the GCS Technology Department do if this agreement is breached?

If it is determined that the agreement has been violated, the GCS Technology Department will, at its discretion, repair or replace the device. Additionally, the school, at its discretion, may apply disciplinary action based on the disciplinary policies of the student's school. If damage charges are applied, the parent/guardian of the student will be billed for the repair or replacement of the damaged device.



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Technology Fee and Chromebook Replacement Parts Costs

Because your child is not in a grade that is participating in our Power-On Digital Program, there is no technology fee associated with you using the Chromebook. However, the student and parent/guardian are responsible for any damages to the Chromebook if assigned for use at home.

Chromebook repair prices are evaluated before the start of every 9 weeks and shortly before the start of the summer. Prices are posted on district's Power-On Digital Program page (www.graves.kyschools.us/families/poweron-digital-program). If the device given to the student was not previously assigned, the parent/guardian should note below what damages currently exist on the Chromebook when issued to the student. Any damages caused by the student will be charged.

- | | | |
|---|--|---|
| ☐ AC Power Cord damaged | ☐ Bezel | ☐ Motherboard |
| ☐ AC Power Cord not matching | ☐ Palm rest | ☐ Headphone Jack |
| ☐ Screen | ☐ Dirty | ☐ Charging Port |
| ☐ Keyboard | ☐ Stickers | |
| ☐ TouchPad/Mouse | ☐ Top Panel (behind screen) | ☐ Other _____ |
| ☐ Hinge | ☐ Bottom Panel (below keyboard) | |
| ☐ Hinge Cover | ☐ Battery physically damaged | ☐ NO ISSUES |

Other Important Information

Chromebook Location & Usage Monitoring

Graves County Schools reserves the right to use software or extensions that report the location of a Chromebook, as well as information about the software, applications, or websites accessed on the device. This information may be used to help locate the device if necessary and to ensure that district resources are being used appropriately and effectively.

How to obtain service

Chromebooks are given to students in known working condition. If at any time, the device is not functioning properly or needs repair, please take the device to the school office or help desk. A GCS representative will help determine whether the device requires service and, if it does, will inform you how the service will be provided.

Weekly Reporting

Parents will automatically receive a weekly summary report of student internet activity through monitoring software. Those that do not wish to receive a weekly report, should check the box. ☐

Agreement

By signing below, you understand the conditions laid out within the document.

Office Use Only

☐ \$_____ Charges Paid

Student School: _____

Student Name (Printed): _____ 26-27 Grade: _____

Student Signature: _____ GCS # on bottom: _____

Parent Signature: _____ Date: _____