

**BISD 1:You
Program Handbook**



2026-2027

Welcome

The BISD 1:You Program Handbook is designed to answer common questions about district-issued student devices. Burleson ISD provides students with personal learning devices to support instruction, school-related communication, and the completion of assignments.

Parents and guardians are encouraged to contact their student's campus or the Burleson ISD Technology Department with questions or concerns regarding the use of an assigned device.

Definition of Terms

In this handbook:

- "You" and "your" refer to the enrolled Burleson ISD student.
- "We," "us," "District," and "our" refer to Burleson Independent School District.
- "Device," "computer," "Chromebook," and "district property" refer to the district-issued student learning device and its accessories.

Student-Issued Technology

Students in Pre-K through Grade 12 will be provided with the following equipment:

- Dell Chromebook 3100 or 3110 with an 11.6-inch display
- Chromebook charger

Chromebooks assigned to students in Pre-K through Grade 5 will remain on campus and be stored in classroom carts for instructional use.

Unless otherwise stated, requirements related to transporting, charging, storing, or using a device at home apply to students in Grades 6–12 who are authorized to take their assigned devices off campus.

Terms of Device Loan

Students must comply at all times with the BISD 1:You Program Handbook and the Burleson ISD Acceptable Use Policy. Failure to comply may result in the suspension or termination of device privileges. The District may also confiscate the device and restrict the student's access to district networks and services.

The device belongs to, and shall always belong to, Burleson ISD. It must be returned upon withdrawal or graduation, or whenever requested by campus or District administration.

A device may be collected at any time for a routine, random, or targeted inspection or investigation. Students must promptly surrender the device when requested by an authorized campus or District staff member.

Prohibited Device Sharing and Account Security

Students may not loan their assigned device to another student or borrow a device assigned to someone else.

Students must not share usernames, passwords, or other login credentials for any device, application, or online account.

Device Care and Use Expectations

Students in Grades 6–12 are expected to bring their assigned device to school each day with a fully charged battery. Access to electrical outlets during the school day is limited and may not be available for charging.

All students are responsible for the proper use, care, and storage of their assigned devices.

Responsibilities include, but are not limited to:

- Use the device on a hard, flat surface. Placing it on soft surfaces, such as blankets, pillows, or upholstered furniture, may cause overheating and damage.
- Handle the charger and power cord carefully and take steps to prevent damage.
- Do not apply stickers, paint, glitter, or other decorations directly to the device. The device is District property and must not be altered.
- Students and parents or guardians may purchase a protective or decorative case. Stickers may be applied only to a personally purchased case.
- Do not remove, damage, cover, alter, or tamper with Burleson ISD asset tags on the device or charger.

Protective Cases

Burleson ISD does not provide protective cases for district-issued devices. Parents or guardians may purchase a protective case for their student's device.

Repairs and Replacement Parts

All replacement parts and repairs must be purchased, performed, and installed by the Burleson ISD Technology Department.

Students and parents or guardians may not purchase replacement parts or attempt to repair district-issued devices. Unauthorized repairs may damage the device or void the manufacturer's warranty.

Damage Fees

Burleson ISD understands that accidental damage may occur. When a device is damaged, applicable fees will be assessed according to the Student Device Fee Schedule available on the [BISD 1:You](#) website.

Lost or Damaged Chargers

If a charger is lost or damaged, a replacement fee may be assessed according to the Student Device Fee Schedule available on the [BISD 1:You](#) website.

Device Insurance

Burleson ISD does not provide insurance coverage for the loss, theft, or damage of district-issued devices. No insurance coverage is expressed, implied, or otherwise included with the device.

Parents and guardians may contact their homeowners, renters, or automobile insurance provider to determine whether the device is covered under an existing personal insurance policy.

Device Security

Burleson ISD will implement the following measures to protect district-owned devices:

1. Students will receive instruction regarding device security, online safety, and expectations for appropriate use.
2. A Burleson ISD Google Workspace for Education account is required to access the device. This security measure restricts unauthorized use if a device is lost, stolen, or sold.
3. Each device will be inventoried and labeled with a Burleson ISD asset identification tag. Removing, covering, altering, or tampering with an asset tag may result in disciplinary action.
4. The District may work with Burleson ISD School Resource Officers, the Burleson Police Department, other law enforcement agencies, and area pawn shops to assist in recovering lost or stolen district-owned equipment.

Lost Devices

A lost device must be reported to campus administration as soon as possible.

Unless an exception described in this handbook applies, the full replacement cost of a lost device must be paid before another take-home device will be issued to the student.

A student with an unpaid device fee may continue to check out a loaner Chromebook for use during the school day, subject to availability. Loaner devices may not be taken home.

Theft, Vandalism, and Other Criminal Acts Outside of School

If a device is stolen, vandalized, or involved in another criminal act outside of school, the student or the student's parent or guardian must file a report with the law enforcement agency having jurisdiction where the incident occurred within 48 hours of the incident.

A copy of the police report must be submitted to campus administration.

No device fee will be assessed when the required police report is submitted. If a report is not filed, the device will be treated as lost, and the applicable replacement fee will be assessed.

Theft, Vandalism, and Other Incidents at School

Incidents involving theft, vandalism, or other criminal acts that occur on school property will be reviewed on a case-by-case basis.

The review may involve:

- Campus administration
- The campus School Resource Officer
- The Burleson Police Department
- Appropriate Burleson ISD personnel

Any applicable fees or disciplinary consequences will be determined based on the circumstances of the incident.

Devices Lost or Damaged in a Residential Fire

Some homeowners or renters insurance policies may provide coverage for devices lost or damaged in a residential fire.

A police or fire report number must be submitted to campus administration within seven calendar days of the fire. No device fee will be assessed when the required report is submitted within this timeframe.

Failure to Return District Property

Failure to return a district-issued device or accessory, or unauthorized possession or use of District property, may be considered unlawful appropriation of District property.

The District may take appropriate disciplinary, financial, or legal action to recover its property.

Student Device Training

All students will receive general and specific training on the proper use of district-issued devices.

Students who need additional assistance should contact their teacher or the Burleson ISD Technology Department.

Parents and guardians are encouraged to communicate regularly with their students regarding:

- Digital skills
- Responsible technology use
- Comfort with the device

Loaner Devices

Burleson ISD is committed to helping students continue their schoolwork when an assigned device is not functioning properly.

Students must report device problems to their teacher as soon as possible. The teacher will contact the appropriate campus or District staff for assistance.

Loaner Chromebooks may be checked out from the campus library for use during the school day, subject to availability.

Loaner Device Requirements

Loaner devices:

- May not be taken home.
- Must be returned to the campus library at the end of each school day.
- Remain subject to all District device-use requirements.
- May be checked out even when the student has an outstanding device fee.

Internet Filtering and Appropriate Use

Burleson ISD student devices are equipped with an internet filter that remains active both on and off the District network. The filter blocks inappropriate content and may also restrict access to some common noneducational websites.

The filter is not intended to block appropriate educational resources. If an appropriate educational website is blocked, students should notify their classroom teacher so the site can be reviewed by the Burleson ISD Technology Department.

Students may not attempt to bypass, disable, proxy through, interfere with, or otherwise tamper with the internet filter.

Attempts to access prohibited content or bypass the filter violate District policy and may result in disciplinary action, including the temporary or permanent loss of device privileges.

Although filtering remains active when district-issued Chromebooks are used outside the District network, parents and guardians are encouraged to closely monitor their student's internet use at home.

Inappropriate Content

Inappropriate content, as defined by the Burleson ISD Student Code of Conduct, is not permitted on District devices.

Prohibited content includes, but is not limited to, content depicting or promoting:

- Weapons
- Pornography or sexually explicit material
- Inappropriate or abusive language
- Alcohol
- Illegal drugs or drug use
- Gangs or gang-related symbols
- Violence or other material prohibited by District policy

Creating, possessing, viewing, downloading, uploading, or sharing prohibited content may result in disciplinary action.

Home and Community Internet Use

Students in Grades 6–12 are encouraged to use their district-issued devices and home internet access to support participation in Burleson ISD instructional programs.

Free public Wi-Fi may also be available at locations throughout Burleson, including the Burleson Public Library and participating local businesses.

Students and families are responsible for:

- Following the rules and terms of use established by each location.
- Exercising caution when using public wireless networks.

Summer Device Use and Replacement

Students in Grades 6–12 will generally keep their assigned devices during the summer.

Students may be required to return their devices before or during the summer when Burleson ISD is:

- Replacing devices
- Performing maintenance
- Assigning updated equipment

When devices are being replaced, students will receive their newly assigned devices when they return for the following school year.

Withdrawal, Graduation, and Device Return

Students who graduate or withdraw from Burleson ISD must:

- Return all district-issued devices, chargers, and other accessories.
- Pay any outstanding device-related fees.

Failure to return District property may result in additional fees and other actions permitted by District policy and applicable law.

Burleson ISD Acceptable Use Policy

Network/Internet/Email – Terms and Conditions

Burleson ISD network/Internet/email access may be used to improve learning and instruction. The use of these tools must be in alignment with the educational goals of Burleson ISD. Burleson ISD expects legal, ethical, and efficient use of the network/Internet/email.

- **Privilege:** Use of a Burleson ISD network/Internet/email account is a privilege, not a right.
- **Subject to System Administration:** All Burleson ISD network/Internet/email account usage is subject to monitoring by assigned technology staff for virus scanning or inappropriate use.

Inappropriate Use

Inappropriate use includes, but is not limited to, those uses that violate the law, that are specifically named as violations in this document, that violate the rules of network etiquette, or that hamper the integrity or security of this or any networks connected to the network/Internet.

- **Violation of Law:** Transmission of any material in violation of U.S. or state law is prohibited. This includes, but is not limited to the following: copyrighted material; threatening, harassing, or obscene material; or material protected by trade secret. Any attempt to break the law using a Burleson ISD resource may result in litigation against the offender by the proper authorities. If such an event should occur, Burleson ISD will fully comply with the authorities to provide any information necessary for the litigation process.
- **Commercial Use:** Use of commercial, income generating or “for profit” activities, product advertisement, or political lobbying is prohibited. Sending unsolicited junk mail or chain letters is prohibited.
- **Vandalism/Mischief:** Vandalism and mischief are prohibited. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the network/Internet, or any networks or systems that are connected to the network/Internet. This includes, but is not limited to, the creation or propagation of computer viruses, participating in denial of service attacks, attempting to bypass any security measures or Internet filters. Any interference with the work of other users, with or without malicious intent, is construed as mischief and is strictly prohibited.
- **Electronic Mail Violations:** Forgery of electronic mail messages is prohibited. Reading, deleting, copying, or modifying the electronic mail of other users is prohibited.

- **File/Data Violations:** Deleting, examining, copying, and/or modifying files and/or data that belong to other users are prohibited.
- **System Interference/Alteration:** Attempts to exceed, evade, or change resource quotas are prohibited. Creating network congestion through mass consumption of system resources is prohibited.

Consequences of Agreement Violation

Any attempt to violate the provisions of this agreement will result in revocation of the user's access privilege, regardless of the success or failure of the attempt. In addition, school disciplinary action and/or appropriate legal action may be taken.

- **Final Determination:** The District Superintendent or designee will make final determination as to what constitutes inappropriate use.
- **Denial, Revocation, or Suspension of Access:** District and/or campus leadership, in accordance with Burleson ISD disciplinary procedures, may deny, revoke, or suspend access as required.

Security

- **High Priority:** Security on any computer system is a high priority, especially when the system involves many users.
- **Reporting Security Problems:** If a user identifies or has knowledge of a security problem on the network, the user must notify campus leadership and/or technology leadership. The security problem should not be shown to other users.
- **Impersonation:** Attempts to log on to any BISD provided resource as anyone but yourself is strictly prohibited. Any attempts to do so may result in loss of Network, Internet or other technology privileges.
- **Security Access Revocation:** Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the network/Internet.

Risk

Controlling all materials on the network/Internet/email is impossible. Sites available via the network/Internet may contain material that is illegal, defamatory, inaccurate, or controversial.

With global access to computers and people, a risk exists that students may access material that may not be of educational value in the school setting.

- **User Responsibility:** Network/Internet/email users, like traditional library users, are responsible for their actions in accessing or disseminating information.
- **District Responsibility:** Education in the proper use of technology resources will be provided for employees and students with emphasis on safe and ethical use. Education promotes student safety in electronic communications, including the Internet,

appropriate online behavior, and cyberbullying awareness and response. Users will be provided copies of the District's *Acceptable Use Guidelines*.

Disclaimer

This agreement applies to stand-alone units as well as units connected to the network/Internet.

Burleson ISD makes no warranties of any kind, whether expressed or implied, for the service it is providing. Burleson ISD is not responsible for any damages suffered by users. This includes loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions caused by its negligence or user errors or omissions. Burleson ISD is not responsible for phone/credit card bills or any other charges incurred by users. Use of any information obtained via the network/Internet is at the user's own risk. Burleson ISD specifically denies any responsibility for the accuracy of quality or information obtained through its services.

Unacceptable and Inappropriate Use of Technology Resources

Students are prohibited from possessing, sending, forwarding, posting, accessing, or displaying electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal. This prohibition applies to conduct off school property, whether the equipment used to send such messages is district-owned or personally owned, if it results in a substantial disruption to the educational environment.

Any person taking, disseminating, transferring, possessing, or sharing obscene, sexually oriented, lewd, or otherwise illegal images or other content, commonly referred to as "sexting," will be disciplined according to the *Student Code of Conduct*, may be required to complete an educational program related to the dangers of this type of behavior, and, in certain circumstances, may be reported to law enforcement. Because engaging in this type of behavior can lead to bullying or harassment, as well as possibly impede future endeavors of a student, we encourage you to review with your child <https://txssc.txstate.edu/tools/courses/before-you-text/>, a state-developed program that addresses the consequences of engaging in inappropriate behavior using technology.

In addition, any student who engages in conduct that results in a breach of the District's computer security will be disciplined in accordance with the *Student Code of Conduct*, and, in some cases, the consequence may rise to the level of expulsion.