

**1:1 Program Policies & User Guide Student and Parent Agreement**

Access to the technology in the Thief River Falls School District is a privilege and has been established for educational purposes. The use of the Thief River Falls School District's electronic technologies is a valued resource to our school district and community. All electronic technologies must be used in support of the educational program of the District. This access may be revoked at any time for abusive or inappropriate conduct related to the use of electronic technologies.

Failure to comply with the District's Bullying Prohibition Policy (#514), Internet and Acceptable Use Policy (#524), or the guidelines stated in the 1:1 Program User Guide for the care and use of district issued Device may result in the loss of privilege to take the Device home or use the Device in general.

The Device is the property of Thief River Falls Public Schools and as a result may be seized and reviewed at any time. The student should have NO expectation of privacy of materials found on the Device.

I/we have read all the policies and guidelines in the Thief River Falls Public Schools 1:1 Program User Guide document and understand my/our responsibilities as a parent in the 1:1 Program:

I/we grant my child permission to have access to the Internet using the District's technology resources. I also understand that some material accessible through the Internet may be inappropriate for school-aged children. I agree to defend, indemnify and hold harmless the District from any and all claims arising out of or related to the usage of the District's technology resources, including access to the Internet. I further understand that I have the right to withdraw my approval at any time.

Technology Program Insurance Agreement

Thief River Falls Public Schools recognizes that with the implementation of the Customized Student Learning initiative, there is a need to protect the investment for both the District and the Family.

Cost for Students in Grades 5-12

- \$60.00 per device will be due before receipt of your student's device.
- \$180.00 maximum for families with multiple students attending school in the District (Grades 5-12).
- Families may qualify for free (\$0 per device) and reduced (\$30 per device) based on their application for Educational Benefits.
- Payment is non-refundable. There are no partial refunds if a student leaves the district.

Insurance Coverage

District 564 maintains an insurance policy for district devices that covers accidental damage (drops/spills), cracked screens, vandalism, fire, flood, natural disasters, and power surges.

Insurance does not cover:

- **Loss or Theft:** Loss or theft of any district device and accessories is NOT covered. iPad cases are NOT covered. In cases of theft or other criminal acts, a police report (or fire report in the case of fire) MUST be filed by the student or parent. A copy of the police/fire report must be provided to the Principal's Office. Students/parents are responsible for all replacement costs of the district device and accessories.
- **Damages to iPad or Accessories:** Students/parents are responsible for full payment of any damages, including repairs, not covered by the insurance plan. This insurance program DOES NOT cover intentional or excessive damage to district devices or accessories.

All insurance claims must be reported to the school's technology department.

Students of families who opt out of the insurance option are not eligible to take the device home. Students can check out their device each morning and must return it at the end of each school day.

I have read all the policies and guidelines in the Thief River Falls Public Schools 1:1 Program User Guide document and understand my responsibilities. Please return this signed form with the \$60 payment.

Student Name: _____

School:

☐ LHS

☐ FMS

☐ CES - Teacher: _____

Grade: _____

Parent/Guardian Name: _____

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



Google Apps for Education/Collaborative Tools Student Permission Request

Dear Parents/Guardians,

Thief River Falls Public Schools has implemented "Google Apps for Education" for students, teachers, and administrative staff. All students will have accounts allowing for their documents and presentations to be stored online and accessible from home, school, and anywhere there is an Internet connection. Students can access the Google Apps for Education site at: <https://www.google.com/a/myproowler.org/>

Students, Teachers, and Administrative Staff will have access to Google Calendar, Google Docs, and Google Sites. Students will also have training on how to use Google Apps for Education.

In addition, Thief River Falls Public Schools has created email accounts for all students in grades K-12 to allow for collaborative sharing using Google Apps for Education. These accounts will be used at school for school related projects. Access to myproowler Google accounts will terminate if the student leaves the District, or 6 months after the student graduates from LHS.

To view a list of Apps & Online Tools that students utilize through classrooms:

Or, visit: www.trfschools.org/data-privacy



These apps require parental consent for use and by signing this document you are providing such consent to Thief River Falls Public Schools.

Responsible Use Guidelines

Teachers will make every reasonable effort to monitor student conduct related to class content in order to maintain a positive learning environment. All participants will respect the teacher's time and professionalism by supporting the same positive approach.

- All participants will be respectful in their postings and comments. No cyberbullying, inappropriate language, personal insults, profanity, spam, racist, sexist or discriminatory remarks, or threatening comments will be tolerated.
- All participants must protect their login and password information. If participants suspect that a password has been compromised, they must notify the teacher immediately.
- No participant may share his/her login information or information about the site with anyone who is not a participant. This includes adding monitoring software or other means by which outsiders can access the site without permission. Any participant who is aware of violations of this agreement by others must report these violations to the teacher immediately, either verbally or in writing.
- Copyrighted material that is not cited in any student work will be deemed as plagiarism and disciplined accordingly. Student users are strictly prohibited from accessing documents other than their own unless documents have been shared with them. Thief River Falls Public Schools reserves the right to access the Google system (or any of the other collaborative apps) of user accounts when there is suspicion that unacceptable use has occurred.
- No posting or comment may facilitate or promote illegal activity, personal financial gain, chain letters, commercial purposes, false identity, either directly or indirectly.
- In addition to the Terms and Conditions noted in the parent permission letter, students must comply with the Thief River Falls Public Schools Acceptable Use Policy.

Access to and use of the student's Google account is considered a privilege. Thief River Falls Public Schools maintains the right to terminate the access and use of their Google account when there is reason to believe that violations of law or district policies have occurred. The alleged violation will be directed to the building principal and addressed according to the procedures outlined in the student handbook.

Thief River Falls Public Schools cannot and does not guarantee the security of electronic files used in Google Apps for Education. Google does have a content filter, however, the district cannot ensure that users will not be exposed to unsolicited information.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____

Please review & sign the other side also.