

Sarcoxie R-II School District

1:1 Program Policy

After careful consideration and planning, the Sarcoxie R-II School District is pleased to announce that it will be offering a 1:1 program starting in August 2021. This program will allow every student in grades 6-12 to have exclusive access to a device. These devices will be used in educational environments on-campus and will be taken home by the students. This document outlines the program and acceptable use of the devices by students. It is not possible to cover every scenario, therefore this document should not be considered all-inclusive. Rather, it expresses the District's philosophy and sets forth general principles that all users should apply when using these devices. The Sarcoxie R-II School District is the custodian of the devices and must take steps to ensure use of these devices meets expectations and educational goals. This document is intended to support existing District policies including the Acceptable Use Policy.

Technology Department Mission

Sarcoxie R-II School District will incorporate technology into the educational environment to better prepare our students for an ever-changing technological world.

Qualifications

Middle School and High School students who are enrolled in at least one in-person class at Sarcoxie Middle/High School qualify for the use of a District-owned device. Students must comply with expectations in this user agreement and the Acceptable Use Policy in order to maintain possession of the device.

Devices

Students will receive a chromebook in a protective case along with a power adapter. This District-owned device allows for personal use, but sets limits on such use. District resources are to be used primarily for school-related purposes and must not violate any rules contained in this policy or any other District policy, and must not damage the District hardware, software, or other network systems. Students will use the same device each school year unless otherwise specified. District devices should not be loaned to another student or household member. The passwords provided to each user are intended for the exclusive use of that person. Any problems arising from the user sharing his/her password are the responsibility of the account holder. Any misuse may result in the suspension or revocation of account privileges, as well as other discipline. Once a student is no longer attending Sarcoxie Middle or High School, whether by withdrawal from classes, graduation, or any other means, the device must be immediately returned to the District Technology Department. All devices and accessories must be returned no later than the student's last day of school. Devices not returned by the designated deadline will be disabled and may be considered stolen property.

Insurance

The device is the property of the Sarcoxie R-II School District and should not be considered as owned by the student. An insurance policy is required to be purchased for \$10 per student. This is an annual purchase. The premium must be paid in full prior to students receiving a device for take-home use. Additional financial obligation will be assumed by student/parent/guardian if loss

or damage is a result of handling, transport, storage, usage, or if reporting of loss/damage is not in complete compliance with the 1:1 Program Policy. Failure to meet financial obligation will result in repossession of the device. See the table on page 3 of this document for more information on insurance and pricing.

Responsible Care

Students are responsible for safely transporting, storing, and caring for the device.

- Do not remove the device from the protective case
- Avoid placing heavy objects on top of the device
- Avoid extreme temperatures
- Do not leave the device in automobiles
- Do not eat or drink near the device
- Connect/disconnect accessories and power cords carefully
- Store in a secured area to avoid theft
- Keep out of reach of pets and small children
- Do not alter the device or protective case with stickers, writing, labels, skins, etc.
- Do not attempt to remove, alter, or deface stickers, asset tags, serial numbers, etc.
- Devices must be brought to school daily and charged at home overnight
- Do not bring chargers to school
- Do not purchase replacement parts for the device
- Devices in need of repair must be immediately returned to the Sarcoxie R-II School District Technology Department
- All repairs must be performed by the Sarcoxie R-II School District Technology Department and never attempted by the user or any third party

Summer

Students will turn in their chromebooks at the end of each school year. Chromebooks will be cleaned, serviced, and returned to the students at the start of the following school year.

No Expectation of Privacy

Users do not have a legal expectation of privacy in the user's electronic communications or other activities involving District technology resources including, but not limited to, internet usage, email, and network drives. By using the District's network and technology resources, all users are consenting to having their technology usage monitored. All electronic communications and all data stored on the District's technology resources, including files deleted from a user's account, may be intercepted, accessed, monitored or searched by District administrators or their designees at any time. Any such search, access, or interception shall comply with all applicable laws. Users are required to return District technology resources to the District upon demand.

Damage, Loss, or Theft

If the device is damaged, lost, or stolen, a report must be filed with the school administration within one school day. If the device has been stolen, a police report must be filed within 24 hours of the incident. Documentation of the police report must be submitted to the school office the next school day. If a stolen device is not reported in the aforementioned fashion, it will be considered lost. Students will be financially responsible for the total cost of a lost or carelessly-handled device.

Insurance Covers:	Insurance DOES NOT Cover:
<ul style="list-style-type: none"> • Unintentional Damage • Theft (Copy of Police Report required) 	<ul style="list-style-type: none"> • Intentional Damage • Lost or damaged power adapter • Lost Chromebook

Item	Cost
Screen	Claim #1 - \$0 Claim #2 - \$40 Claim #3+ - \$50
Power Adapter	\$25
Power Jack	Claim #1 - \$0 Claim #2 - \$5 Claim #3+ - \$15
Keyboard/Touchpad	Claim #1 - \$0 Claim #2 - \$40 Claim #3+ - \$50
Protective Case	\$30
Cleaning	\$10
Intentional Damage	Full cost of repair
Full Replacement Cost	\$250

I have read the Sarcoxie R-II School District 1:1 Program Policy, understand and accept my responsibilities as a user of District technology equipment, and I am aware of the consequences that will result for not adhering to the policy.

Printed Name of User:	Printed Name of Parent/Guardian:
Signature of User:	Signature of Parent/Guardian:
Date:	Date:
User's Grade Level:	