

AGREEMENT AUTHORIZING STUDENT USE OF A DISTRICT-OWNED MOBILE DEVICES

As part of its commitment to integrating technology into the curriculum, the Board of Education of Warren Township High School District No. 121 has leased/purchased Chromebooks and their related accessories. The Chromebooks are for students' individual use. Each student will be loaned a Chromebook for the 2023-2024 school year and must bring it to school every day, just like a textbook. In order to be loaned a Chromebook, you must read, sign, and return the attached form to Warren Township High School District #121

Access to the technology resources of the District is a privilege and not an entitlement or right, and you and your child are responsible for the appropriate care, handling, and use of the Chromebook as outlined in this document.

A. USING THE CHROMEBOOK

1. **Acceptable Use of Chromebook.** Your child's use of the Chromebook, whether at home or at school, is to be for educational purposes consistent with the curricular goals of the District and with Board of Education policies. Your child may not use (or allow others to use) the Chromebook loaned to him/her in a way that violates the Board's policy on acceptable use of its electronic networks (**Board Policy 6:235**). By using the Chromebook, you and your child agree to abide by Board Policies that include the Authorization for Electronic Network Access, student discipline, anti-bullying and anti-harassment and all other applicable policies and the guidelines in this document. Violation of any of these policies or guidelines could result in your child's loss of the privilege of using the Chromebook; discipline, up to and including suspension or expulsion; and referral to law enforcement.
2. **Using the Chromebook at School.** Unless otherwise instructed, the Chromebook is intended for use at school every day. If your child is permitted to use the Chromebook at home, he/she is responsible for bringing it to school every day, fully charged.
3. **Using the Chromebook Outside the District.** In the event your child uses the Chromebook at home or elsewhere outside the District, he/she is bound by the same policies, procedures, and guidelines as at school.
 - a. **Parent Responsibility for Supervision outside the District.** The District is not responsible for filtering inappropriate material or monitoring students' Internet activity outside of school. While your child is using the Chromebook assigned to him/her outside of school, you agree to be solely responsible for supervising the use of the device, including Internet access. You may choose to limit such use. Any parent who does not wish to assume this responsibility should so indicate on the form at the end of this document. In such cases, arrangements will be made for your child to leave the Chromebook at school.

- b. **Technical Support outside the District.** The District cannot guarantee that the Chromebook will function outside the District at the same level as inside the District. Configuration of any home network connection is your responsibility and not the responsibility of the District. Any configuration applied to the Chromebook that impairs its performance in school may be removed by District staff.
4. **Accessories.** The District will provide accessories necessary for use of the Chromebook. The decision whether to purchase additional accessories (such as a case, extra charger, keyboard, stylus, etc.) for the device rests with you and your child. As with any personal property brought to school, the District reserves the right to disallow the use of any accessory and is not responsible for any loss or damage to personal property. In addition, the District cannot and does not guarantee that an accessory purchased at one point in time will be compatible with devices provided in the future.
5. **Caring for the Chromebook.** The Chromebook assigned to your child remains the property of the District and must be maintained appropriately. In addition to the manufacturer's instructions included with the Chromebook, if any, your child must care for the Chromebook as follows:
 - a. Only use a clean, soft cloth to clean the device's screen; don't use cleansers of any type.
 - b. Insert and remove cords and cables carefully to prevent damage to connectors.
 - c. Do not write or draw on, mark up or deface the Chromebook. You may personalize the Chromebook by setting the wallpaper or background.
 - d. Handle the device carefully. Screens can crack not only when dropped, but also when twisted or subjected to pressure from stepping or leaning on them. Don't stack other objects (books, binders, etc.) on top of the Chromebook.
 - e. Don't leave the Chromebook in places of extreme temperature, humidity, or limited ventilation (e.g., in a car) for an extended period of time.
 - f. Keep food and beverages away from the Chromebook.
 - g. Make sure the Chromebook is secure when it is out of your child's sight. Don't leave it in an unlocked locker, a desk, or other location where someone might take it.
 - h. Your child's Chromebook will have a District-provided asset tag number to identify it. Write this number down so you can identify the Chromebook.

B. RESPONSIBILITIES OF STUDENTS AND PARENTS

1. **Parents' Responsibility for Child's Compliance.** You agree to monitor and supervise your child's use of the Chromebook outside of school and to make every effort to ensure your child's compliance with the obligations and responsibilities described in this Agreement and in all applicable Board Policies related to their use of the Chromebook.
2. **Returning the Chromebook.** The Chromebook is the property of the District, and unless instructed otherwise, the Chromebook (and any related accessories) must be returned to the District by the last day of the current school year. If your child withdraws from the District, you must return the Chromebook prior to your child's last day of attendance. The device and accessories must be returned in operable condition, with all parts intact. If your child fails to return the Chromebook and any related accessories as directed, the District may, in addition to seeking reimbursement from you, file a theft report with the appropriate law enforcement agency.

C. CHROMEBOOK DATA AND SOFTWARE

1. **Managing Your Files and Saving Your Work.** Work done on a Chromebook is typically saved to the student's @wths.net Google Drive. It is your child's responsibility to make sure his/her work is not lost due to a failure or loss of the Chromebook.
2. **Personal Content on the Chromebook.** Your child should be aware that any content (including, but not limited to, documents, music or audio files, and photographs) stored on the Chromebook potentially could be subject to access by third parties pursuant to law or subject to discovery in a legal proceeding. In addition, personal content may be deleted in the course of routine maintenance and/or troubleshooting. It is your child's responsibility to back up all personal content stored on the Chromebook.
3. **Chromebook Data as District Records.** Data saved to the Chromebook or to Internet-based storage space (i.e., the "cloud") via the Chromebook are not maintained by the District as public records or as student records. In the event data stored on a Chromebook or stored in the cloud via a Chromebook needs to be maintained by the District for any reason, the District will take affirmative steps to preserve it.
4. **District-Required Software.** The District will provide any software required to use the Chromebook for school purposes. This software may not be removed. The District may update, add, or remove software at any time for any reason, without prior notice.
5. **Prohibited "Jail breaking."** "Jail breaking" is the act of replacing the manufacturer's operating system with custom software, allowing the user to circumvent the manufacturer's security and licensing restrictions. The act of jail breaking or otherwise disrupting the configuration of the Chromebook voids the manufacturer's warranty and is a violation of this Agreement. Removal of any District-installed configuration is prohibited and will be considered a violation of this Agreement.

6. **Personal Software.** With permission from the District and a legally-acquired license, your child may install additional software or apps on the Chromebook. However, the District is not responsible for providing technical support for personal software or apps and such software may be deleted at any time for any reason.
7. **Compliance with Copyrights.** In using the Chromebook, your child must follow the Board of Education Policy governing use of copyrighted material and applicable copyright law.
8. **No Expectation of Privacy.** There is no expectation of privacy for any communication made using the Chromebook or for any content created using and or stored on the Chromebook. The District reserves the right to inspect the Chromebook and its contents at any time and for any reason.

D. REPAIR OF, LOSS OF, OR DAMAGE TO CHROMEBOOK

1. **Technical Support.** If your child’s Chromebook is not functioning properly, he/she should alert his/her teacher. If necessary, a technical support employee of the District will assess the Chromebook and attempt to correct any problems with it.
2. **Loss of or Damage to Chromebook.** If your child’s Chromebook is lost or damaged, you or your child must report it immediately to the technology department at their respective campus. If you believe your child’s Chromebook requires repair, you must notify the designated technical support person in your child’s school. You and your child are responsible for cooperating with the District in the recovery, repair, or replacement of your child’s Chromebook.

E. WAIVER AND INDEMNIFICATION

1. **Waiver of Chromebook-Related Claims.** By signing the “Chromebook Acknowledgement” below, you acknowledge that you and your child have read, understand, and agree to follow all guidelines and policies outlined or referenced in this Agreement and agree to be bound by this Agreement. You also agree and represent that the Chromebook (including any related accessories) was delivered in good working order and that it must be returned to the District in good working order. **By signing this Agreement, you waive any and all claims you or your child (and each of your respective heirs, successors, and assigns) may have against Warren Township High School District #121 and its Board of Education, and its individual Board members, officers, employees, and agents relating to, connected with, or arising from the use of the Chromebook or this Agreement.**
2. **Indemnification for Chromebook-Related Claims.** **To the fullest extent allowed by law, you agree to indemnify, defend, and hold harmless Warren Township High School District #121 and its Board of Education, and its individual Board members, officers, employees, and agents from any and all claims, damages, losses, causes of action, and the like relating to, connected with, or arising from the use of the Chromebook or this Agreement.**

CHROMEBOOK ACKNOWLEDGEMENT

STUDENT'S NAME: _____

GRADE: _____

PARENT AGREEMENT. I am the parent/guardian of the student listed above, and I acknowledge that I received, read, and understand the *Agreement Authorizing Student Use of a District-Owned Chromebook*, including its waiver and indemnification provisions. Further, I understand that:

- My child is responsible for bringing the Chromebook issued to him/her to school every day, fully charged, and for taking care of and properly using the Chromebook.
- My child's failure to care for the Chromebook or his/her improper use of the Chromebook may subject him/her to disciplinary action, loss of the privilege of using the Chromebook, and referral to law enforcement.
- I am responsible for monitoring and supervising my child's use of the Chromebook, including its access to the Internet, outside of school.
- I am financially responsible for any damage to or loss of the Chromebook assigned to my child.
- I am responsible for ensuring my child's compliance with the terms of the *Agreement Authorizing Student Use of a District-Owned Chromebook*.

[] I do **not** want my child to bring the District-provided Chromebook home. (*Note: You and your child must still sign this Acknowledgement for your child to use the Chromebook in school.*)

Parent's Name

Parent's Signature

Date