

Donna ISD iPad & Chromebook Student Agreement Handbook



Donna ISD
116 North 10th Street
Donna, TX 78537
Phone: (956) 464-1600

IPad and Chromebooks Terms

Students will comply at all times with the Donna ISD Student Handbook and Acceptable User Policy, incorporated herein by reference and made a part of hereof for all purposes. Any failure to comply may terminate your rights of possession effective immediately and the District may repossess the IPad or chromebook.

Title: The District has legal title to the pad or Chromebook. Your right of possession and use is limited to and conditioned upon your full and complete compliance with this Agreement.

Loss or Damage: If the IPad or chromebook is damaged, lost or stolen, you are responsible for the reasonable cost of repair or its fair market value on the date of loss. Loss or theft of the laptop must be reported to the District Police Department by the next school day after the occurrence.

Repossession: If you do not timely and fully comply with all terms of this Agreement including the timely return of the IPad or chromebook, the District shall be entitled to declare you in default and take possession of the IPad or chromebook.

Term of Agreement: Your right to use and possession of the IPad or Chromebook terminates no later than the last day of the school year unless terminated by the District or upon withdrawal from the District.

Appropriation: Your failure to timely return the IPad or chromebook and the continued use of it for non-school purposes without the District's consent may be considered unlawful appropriation of the District's IPad or Chromebook.

User Fees:

- In case of theft, vandalism, and other criminal acts, a police report **MUST** be filed by the Parents of the student within 48 hours of the occurrence and provide a copy to the Technology Department. Upon completion of the investigation the District may assess a replacement fee for the IPad or Chromebook.
- If the IPad or Chromebook is lost, the students' parents are responsible to pay for the fair market value to replace the laptop.
- Parents will be charged the full price of the IPad or chromebook if recklessly damaged or vandalized.
- Parents are responsible for reasonable cost of repair for damaged IPad or chromebook for unwarranted items.
- Damage will be priced according to the actual cost of repair.

General Care of the IPad or Chromebook:

- Students will be reissued their IPad or Chromebook each year.
- Treat the IPad or Chromebook with care by not dropping it, getting wet, leaving it outdoors, or using it with food or drink nearby.
- If the IPad or Chromebook is damaged or not working properly, it must be turned in to the Technology Department for repair or replacement. Staff members are not authorized to attempt repairs themselves, or contract with any other individual or business for the repair of the IPad or Chromebook.

- Keep your Ipad or Chromebook closed when transporting it.
- Do not leave your Ipad or Chromebook in an unsecured area.
- Do not loan the Ipad or Chromebook to anyone.
- Protect the Ipad or Chromebook by unplugging the power supply.
- Protect the display by carefully closing the lid when moving the Chromebook.
- Ipad or Chromebooks should only be used while they are on a flat, stable surface such as a table.
- Ipad or Chromebooks should never be left in a car, even if the car is locked.
- Ipad and Chromebooks should be protected from the weather, water or other liquid, food, and pets.
- Heavy objects should never be placed or stacked on top of your Ipad or Chromebook. This includes books, musical instruments, sports equipment, etc.

Screensavers

- Inappropriate media may not be used as a screensaver.
- Presence of weapons, pornographic materials, inappropriate language, alcohol, drugs, gang related symbols or pictures would result in disciplinary actions.
- Passwords on screensavers and power-on screens are not permitted.
- There is a \$25 reimaging charge of any of the above items. Reimaging the Ipad or Chromebook will result in the loss of ALL personal data.

Music, Games, or Programs

- Any music downloaded or streamed over the Internet must be appropriate as per District Policy.
- Any games streamed over the Internet must be appropriate as per District policy.
- Decisions regarding appropriate music and games will be at the discretion of the Campus Administration.
- All software on the system must be District approved and installed by the Technology Department.
- All copyright laws will be enforced.

Unauthorized Access

- Reference Board Policy CQ Local/CQ Regulations

Unacceptable conduct includes, but is not limited to the following:

1. Using the network for illegal activities, including copyright, license or contract violations, downloading inappropriate materials, viruses, and/or software, such as but not limited to hacking and host file sharing software.
2. Using the network for financial or commercial gain, advertising, or political lobbying.
3. Accessing or exploring online locations or materials that do not support the curriculum and/or are inappropriate for school assignments, such as but not limited to pornographic sites.
4. Vandalizing and/or tampering with equipment, programs, files, software, system performance or other components of the network. Use or possession of hacking software is strictly prohibited.

5. Causing congestion on the network or interfering with the work of others, e.g., chain letters, or broadcasting messages to lists or individuals.
6. Intentionally wasting finite resources, i.e., online time, real-time music
7. Gaining unauthorized access anywhere on the network.
8. Revealing the home address or phone number of one's self or another.
9. Invading the privacy of other individuals.
10. Using another user's account, password, or ID card or allowing another user to access your account, password, or ID.
11. Coaching, helping, observing, or joining an unauthorized activity on the network.
12. Forwarding/distributing E-mail messages without permission from the author.
13. Posting anonymous messages or unlawful information on the system.
14. Engaging in sexual harassment or using objectionable language in public or private messages, e.g., racist, terroristic, abusive, sexually explicit, threatening, stalking, demeaning or slanderous.
15. Falsifying permission, authorization or identification documents.
16. Obtaining copies of, or modifying files, data or passwords belonging to other users on the network.
17. Knowingly placing a computer virus on a computer or network.

Network Etiquette

- Be Polite
- Use appropriate language.
- Do not reveal data Information (home address, phone number, or phone numbers of other people).
- Remember that the other users of online services and other networks are human beings whose culture, language, and humor have different points of reference from your own.

Copyright

- All applicable laws and statutes that protect rights of intellectual material as defined in the copyright laws will be respected at all times by all students of the District and all persons employed by the District.
- One should assume that use of anything found on the Internet or the World Wide Web is restricted unless the author gives notice that it is not.
- Copyright materials, including computer software, video films, and computer generated art, will not be utilized on any equipment owned by the District unless a license has been obtained granting such rights to the District.
- Copyrighted materials for which individual students or employees have obtained a license may not be installed or utilized on equipment owned by the District.
- The District will establish and maintain a central inventory database where all license for use of copyrighted materials will be recorded.
- If any student of the District acquires the legal license to use copyright materials for the District, it is the responsibility of the person acquiring the materials to notify the Technology Director of such acquisition, the date of the acquisition, the source from which the materials were acquired, and the number of copies legally permitted by such license. If the acquiring individual does not properly

notify the Technology Director, all copies of the software will be deleted from all District equipment.

E-Mail

E-mail should be used for educational or administrative purposes only.

E-mail transmissions, stored data, transmitted data or any other use of the computer online services by staff members or other users shall not be considered confidential and may be monitored at any time by designated staff to ensure appropriate use.

All e-mail and all contents of the Ipads and Chromebooks are property of the District. Unauthorized use of another individual's User ID to send, receive, or read electronic mail is improper.

Use of District e-mail facilities should NOT be extended to Non-District employees or Non-District students.

Unauthorized alteration or deletion of e-mail is inappropriate.

District e-mail facilities may NOT be used for any of the following purposes:

1. Sending chain letters;
2. Sending copies of documents in violation of copyright laws;
3. Forwarding e-mail messages under circumstances likely to lead to the embarrassment of the sender or to violate the clearly expressed desire of the sender to restrict additional dissemination;
4. Sending messages that have restricted access due to federal, state, or District regulations;
5. Sending or soliciting messages that are obscene, that harass, or that are sent to promote a religious, political or other personal position not associated with duties as an employee of District.

Donna I.S.D. DISD Ipad or Chromebook Student Agreement Form

By my signature below, I agree to all the following statements:

1. I have read, understand and accept the conditions as well as the DISD Ipad or Chromebook Handbook Agreement.
2. I will not leave the Ipad or Chromebook unattended.
3. I accept full responsibility for the Ipad or Chromebook and accessories and agree to reimburse DISD for the full cost of repairing or replacing the Ipad or Chromebook and accessories if they are lost, stolen, or damaged while they are checked out in my name. If the exact model is no longer available, replacement cost will be the actual price of a similar to the Ipad or Chromebook.
4. I understand that I should return the Ipad or Chromebook on the due date so that I can follow the appropriate Check In procedure.

| AT CHECK OUT: | AT CHECK IN: |
|---|--|
| <input type="checkbox"/> Boots up correctly | <input type="checkbox"/> Boots up correctly <input type="checkbox"/> Adapter with Electrical Connector |
| <input type="checkbox"/> Adapter | |
| <input type="checkbox"/> Battery | <input type="checkbox"/> Battery <input type="checkbox"/> Carrying Case |
| <input type="checkbox"/> Carrying Case (if any) | |
| <input type="checkbox"/> Chromebook | <input type="checkbox"/> Deleted data in My Documents |
| <input type="checkbox"/> Ipad | <input type="checkbox"/> Emptied Recycle Bin |
| | <input type="checkbox"/> Chromebook |
| | <input type="checkbox"/> Ipad |

DISD Student ID Number: _____ Service Tag Number: _____

Ipad or Chromebook Serial Number: _____

Adapter Number: _____

Parent Signature: _____ Date: _____

Parent (Print Name) _____

Campus Administration (Print Name)

Campus Administration Signature