

# **Rib Lake Elementary Chromebook Information**

## **Educational Purpose**

In order to help our students develop their reading and writing skills, cultivate our understanding of different people and cultures, share information and collaborate safely and effectively via the internet, and learn through experiences, our students participate in using a variety applications and content creation sites . To protect student privacy and ensure safety, the following guidelines are to be followed:

## **Teacher Responsibility**

- Ensure suggested sites are age-appropriate for student use.
- Monitor student creation of accounts within the classroom and student use of Internet and social media sites
- Be aware of and adhere to the federal Children’s Online Privacy Protections Act laws and District Policies.

## **Student Responsibilities**

- When creating accounts, provide their full first names and only the first letter of their last name.
- When asked to provide birth date information, all students will use January 1 of their birth year.
- Students will not share personal, identifiable information. (i.e. school name, location, etc.)
- Students will use group pictures of students and/or individual pictures, which do not identify individuals by name.
- Students will agree to use sites responsibly.
- Protect the Chromebooks from damage and theft per the 1:1 *Technology Student Expectations*. Required precautions include the use of the protective case (grades 6-12) when transporting the Chromebook.
- Understand the Acceptable Use of Technology Rules Agreement, including Student Acceptable Use of Technology Policy (BP 363.2), building-specific student handbook rules, and 1:1 Technology Student Expectations.

## **Parent/Guardian Responsibility**

- Monitor student Internet and social media (we do not promote this for elementary students) website use at home
- Contact teacher who has assigned the project if any questions or concerns arise
- Parents/Guardians are encouraged to obtain their child’s log-in and password in order to monitor the student’s computer usage at home. If parents have any difficulties receiving this password, they should contact the school’s technology director.
- If the damage is wanton, willful or purposeful, the parents or guardians will pay the full repair/replacement cost of the Chromebook, and AC charger. Replacement cost for a Chromebook would be approximately \$300.

Please review the Chromebook Procedures and Information Guide for consequences for violations of Chromebook user rules. By signing the User Agreement & Parent Permission Form, you commit to the student expectations and understand the consequences for violation.

In the event a student breaches any part of the these agreements/policy or 1:1 Technology Student Expectations Agreement, there will be consequences imposed by the school, consistent with the Parent/Student Handbook and District policies. Each situation will be considered independently and consequences will range from a discussion about the rules and expectations regarding Chromebook usage and/or a complete withdrawal of access to all computer technology up to and including suspension or expulsion. Violations could also lead to referral to local police authorities. The Rib Lake School District Acceptable Use of Computer Networks {Policies 363.2} can be found at <http://www.riblake.k12.wi.us/district/ds-board-and-district-policies-series300.cfm>

## **1:1 Technology Student Expectations**

I understand that my usage of the district’s devices is a privilege and not a right and that I am responsible for following the district’s Acceptable Use Technology Policy (located on the district website or in the school offices). I understand that failure to follow these policies may result in the loss of privileges, disciplinary action and/or appropriate legal action. The administration will make all decisions regarding whether or not I have violated these procedures.

**As a learner I will:**

- 1) Be responsible for knowing how to properly operate and store the student Chromebook and how to take basic care and troubleshoot issues.
- 2) Look after my Chromebook very carefully all of the time.
  - a) Chromebooks will never be left unattended.
  - b) Chromebooks must be situated securely on the working surface.
  - c) Chromebooks will be kept clean and will not have food or drink around the device.
  - d) Make sure the Chromebook is not subject to careless or malicious damage (i.e. as a result of horseplay).
  - e) Take care when the Chromebook is transported that is as secure as possible. Chromebooks MUST be carried in its protective case (middle & high school only).
  - f) Carry my Chromebook in the closed position with two hands.
- 3) Ensure that my Chromebook is charged at the end of every day and ready for use the next day (i.e. plugging it in for charging overnight).
- 4) Store my Chromebook in Chromebook shelves or cart when not in use.
- 5) The Chromebook should never have an item stacked on top of it.
- 6) Be on the task assigned by my teacher at all times. Chromebooks will ONLY be used for educational purposes as directed by Rib Lake Public Schools staff.
- 7) Not decorate the Chromebook and not allow it to be subject to graffiti.
- 8) Not install or download additional software.
- 9) Notify my teacher immediately if I notice any damage to my Chromebook.

I fully understand that I may be held personally responsible for the cost of the item(s) assigned to me in case of damage or loss to Rib Lake School District devices.

<b>Type of Repair/Replacement</b>	<b>Estimated Cost</b>
Broken Screen	\$60
Device will not accept a charge	\$0-\$75
Damage to Case	\$0-\$30
Motherboard	\$0-\$200
TouchPad	\$0-\$75
AC Charger	\$0-\$35
Chromebook	\$300