

Circle High School
USD 375
Chromebook Damage/Loss Policy 2016-17
School Year

Beginning with the 2016-2017 school year, enrollment at Circle High School will include a Chromebook that will be issued to your student for use at school and home. We are very excited to be able to make this learning tool available to our students.

Like textbooks, team uniforms and other school property issued to your student, there is a responsibility to take appropriate care of these valuable resources. The Chromebook is no different. With computing devices, like the Chromebooks, the cost of loss or damage can be significant.

An annual technology fee is included in the CHS enrollment fee to help defray the costs associated with the Chromebook. Each student is assessed an annual \$50 technology fee for the Chromebook. Students who qualify for free/reduced lunch pay a reduced rate of \$25. Seniors who have attended Circle High School all four (4) years may keep the Chromebook, at no charge, if they graduate in good standing. Graduates who have attended (3) three years may keep the Chromebook for \$50, two (2) year students \$100, and if a graduate has only attended Circle High for one year they may purchase the Chromebook for \$150. The purchase of the Chromebook upon graduation is at the discretion of the student and parents.

The district has developed a Chromebook "Damage/Loss Policy" as a way to address the risk if a Chromebook is accidentally lost, stolen, damaged, or vandalized. We have also structured the policy in a manner that will allow students to keep their Chromebook upon graduation.

Damaged Chromebooks: The district covers the Chromebook loaned to the student against all accidental damage, theft, or vandalism for one (1) incident during the students 4 years of high school. A repair or replacement with a device of the district's choosing will be made. The district does NOT cover damage or loss of the power cord. The district does NOT cover intentional misuse, abuse or neglect by any household members. If the student did not exercise proper care and/or take appropriate precautions and this behavior resulted in damage to or loss of the equipment, the cost of the repair or replacement will be the responsibility of the student or parent. Repair costs will also be incurred by the student for multiple incidents of damage.

If the Chromebook is accidentally damaged or vandalized, it will be repaired at no cost.

Students who withdraw or leave the Circle School District and do not return the student issued Chromebook will be subject to a fine and possibly reported to the local law enforcement as having possession of a stolen device.

Theft - If the Chromebook is stolen, the Circle School District will require that a police report be submitted. Fraudulent reporting of theft will be turned over to the police for investigation. A student making a false report will also be subject to disciplinary action by the CHS administration.

Lost Chromebook - If the Chromebook is lost, the district will reduce the replacement cost to \$100 for the first loss. Upon payment, the student will be issued a replacement Chromebook. However, the parent will be fully responsible for replacement or repair costs associated with this second Chromebook. The Circle School District will require a police report be submitted.

In the event that the lost or stolen Chromebook is recovered in working condition, the fine will be refunded after the lost Chromebook is returned.

**Circle USD 375
Responsible Use Expectations**

Dear Parent or Guardian:

The Circle School District encourages all students to use a variety of technologies to enhance their learning. To ensure the privacy and safety of our students, and to protect data and resources, we ask parents and students to become familiar with policies and regulations established for technology use in the district. The "Computer and Internet Use" policy is located in the [CHS Student Handbook](#). The handbook is available on the district web site, www.circleusd375.com under the "Student" or "Parent" tabs.

Students must:

1. Respect and protect their own privacy and the privacy of others.
 - a. Use only assigned accounts.
 - b. Keep personal information such as: name, address, phone number, etc., offline.
 - c. Keep passwords secret.
 - d. Have permission to photograph or videotape other individuals and to subsequently post these images or videos to the Internet.
2. Respect and protect the integrity, availability, and security of all electronic resources.
 - a. Observe all network security practices.
 - b. Conserve, protect, and share these resources with other students and Internet users.
 - c. Treat digital technologies with care, report any damages, security risks or violations to a teacher, counselor or administrator.
3. Respect and protect the copyrighted/intellectual property of others.
 - a. Use electronic communication devices appropriately to assure academic integrity.
 - b. Follow all copyright laws.
 - c. Cite all sources appropriately.
4. Respect and practice the principles of community.
 - a. Communicate only in ways that are kind, responsible, respectful and lawful.
 - b. Use electronic communication devices for schoolwork only.
 - c. Circle School District email should only be used for school-related email and projects.
 - d. Report threatening or offensive materials to a teacher, counselor or administrator.

Filtering:

Circle School District makes the safety of each student a top priority. We have several systems and tools in place to ensure that our students can access as much of the valuable information on the Internet and as little of the inappropriate content as technically and humanly possible.

USD 375 will manage and configure all district-owned Chromebooks. Each device runs through the district's content filtering system regardless of time or place. Consequently, there will be many sites your child will not be able to use on their Chromebook, but they will be able to access all the sites and content they need to complete homework for class. It is important to know that the internet changes rapidly and no technical solution will ever be 100% perfect.

Circle School District is not responsible for damages, lost, theft or any cost incurred to personal digital technologies or electronic communication devices.