

## Monroe Middle School Chromebook Acceptable Use Agreement

The middle school understands the importance of teachers, students, and parents engaging, collaborating, learning, and sharing in digital environments. Monroe Middle School has purchased Google Chromebooks for each student to use for academic advancement. The middle school is committed to developing and providing technology resources that engage our students in learning, providing students access to materials, and giving students a variety of opportunities to express what they know. Chromebooks give students access to many of the technological tools and resources that are enhancing education. Each student will be assigned a Chromebook to be used throughout the school year. Students are required to sign this Chromebook Acceptable Use Agreement before they are issued their chromebook. Using a Chromebook is a privilege and comes with expectations, rules, and consequences. Review and discuss the information below:

### As a Digital Learner I will...

- Be responsible for my Chromebook at all times and in a manner that protects it from damage or loss,
- Utilize my Chromebook as it relates to my schoolwork and responsible use as indicated in all School District of Monroe Board of Education Policies.
- Report any technical problems with my Chromebook to my classroom instructor or administration.
- Maintain original surface of Chromebook and case.
- Install and/or download additional apps/extensions per school/district policy.
- Use my Chromebook to access and create educationally appropriate material only.
- Follow ALL school rules and expectations when using the Chromebook, both at home and at school.

**Chromebooks are the property of the School District of Monroe** and as such, administration and/or their designee have the right to inspect the device and associated applications/extensions at any time. This includes, but is not limited to, email, documents, pictures, music, or other components associated with the Chromebook. The district reserves the right to define inappropriate use of technology. The lending of a Chromebook to any third party is strictly prohibited. Chromebooks do not come with Internet filtering software. Internet access is monitored with a web program called GoGuardian. All student activity, both at home and school, may be filtered by this web program. This gives the school district the ability to monitor the type of activity. Students/guardians will be responsible for caring for the Chromebook and will be expected to return the device in good working condition. Each Chromebook and case are the student and family's responsibility and any intentional damage or loss of the Chromebook or case may result in a fee, up to and including replacement cost of each item, Families are responsible for the total cost of repairs or replacement should damage or loss incur.

### Consequences for misuse:

Students are responsible for reporting damage, loss, or theft of a chromebook. Students should immediately report these issues and bring their chromebooks to the LMC.

- Fines will be imposed in accordance with handbook or as the circumstances may warrant at the discretion of the Monroe School District and its administrators.
- After two incidents of accidental damage, the student may lose some privilege of being in the Chromebook 1:1 program and may not be permitted to take the device home. This may also result in disciplinary action.
- Cost or fines listed may change without warning dependent on the current cost of the parts.
  - **Chromebook replacement due to loss or damage: \$200**
  - **Charger replacement due to loss or damage:\$25**
- Administration will determine if the student should lose Chromebook privileges for an extended period of time or permanent loss of privileges.
- Chromebook damage shall be evaluated individually, and MSD/MMS administration reserves the right to charge families for repairs or replacement of the Chromebook and/or associated accessories based upon circumstance.

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**I/we have reviewed the above information and agree to follow the Acceptable Use Policy, the Chromebook Policy, and all expectations and guidelines supporting the Chromebook program.**

\_\_\_\_\_  
Parent/Guardian Name - Printed      Date

\_\_\_\_\_  
Student Name - Printed (Grade Level)      Date

\_\_\_\_\_  
Parent/Guardian Signature      Date

\_\_\_\_\_  
Student Signature      Date

**Please sign and return this agreement to Monroe Middle School by Thursday, September 5, 2019.**