

Last Name: _____

Grade: _____

Paid: _____

Chromebook Responsible Use Agreement
Old Orchard Beach High School
2019-2020

Old Orchard Beach High School provides every student with an Chromebook enabling students the opportunity to create, connect, and collaborate with a global audience and develop 21st century skills. In order to take full advantage of this opportunity, parents/guardians and students are required to read and sign this document. This agreement has been developed to inform teachers, students, and parents/guardians about the appropriate use of technology in RSU 23.

Our school-wide expectation is that school issued Chromebooks are the primary device that is required and used for learning. In compliance with the OOBHS Student Handbook and [School Board Policy JFCK-R](#), students may use their personal devices when authorized by teachers or between class periods and during lunch periods.

It is expected that students will take personal responsibility for their Chromebooks and the following expectations have been established to clarify the acceptable use expectations for students. This is not an all inclusive list and, if required, other school expectations and consequences may be applied.

- The Chromebook is on loan to the student. Possession and use of the Chromebook is a privilege not a right. As such, disciplinary action may include restricted access to the Chromebook and/or the loss of access to the Chromebook for a period of time as determined by the school administration. Serious infractions may result in the confiscation of the Chromebook.
- Old Orchard Beach High School Administration reserves the right to manage a student's Chromebook; this includes restricting access to applications.
- RSU 23 School Board Policy and the expectations outlined in the OOBHS Student Handbook, and State and Federal laws govern the student use of the Chromebook.
- The Chromebook is to be used only by the student and parent/guardian to whom it is assigned.
- Students are not allowed to place stickers on the Chromebook or write on the Chromebook or their cases.
- Audits of the device will be performed. During an audit, students will be required to produce the Chromebook and demonstrate that it is in working order. All cases will be inspected to see that they are in good condition. The Chromebook must remain in the provided case at all times.
- RSU 23 takes the prevention of harassment and bullying seriously. The Chromebook is not to be used as a tool for bullying or harassment. Violations of School Board Policy

through use of a Chromebook will result in consequences that may include suspension and/or an appearance at a School Board hearing at which further disciplinary action may be taken.

- Upon request, students will provide parents, RSU 23 teaching staff, and RSU 23 administrative staff with the Chromebook's password code.
- Students should never share personal information over the Internet. If it is determined that a student is not using social media on the Chromebook in a safe and appropriate manner outside of school, disciplinary action will be taken which will likely include loss of access to the Chromebook.
- In addition to using the Chromebook for educational purposes, both at school and home, students may also use the Chromebook outside of school for personal entertainment, provided these activities do not violate School Board Policy.

Please sign this form and bring it along with the **Device Responsibility Form** to Old Orchard Beach High School for our Open House on August 30th.

I have read and understand the expectations for having a Chromebook issued to me by RSU 23 and have read RSU 23 Policy JFCK-R *Rules for Student Use of Cellular Telephones and Other Electronic Devices*. I agree to follow all expectations and will operate the Chromebook in an appropriate and responsible manner supporting my education.

Student Name (Printed)

Student Signature

Grade Level

I understand the expectations of the Chromebook program and have reviewed the expectations regarding Chromebook use with my son or daughter.

Guardian Name (Printed)

Guardian Signature

Date

Last Name: _____

Grade: _____

Paid: _____

**RSU 23- Old Orchard Beach High School
Device Responsibility Agreement
2019-2020**

Program Description and Commitment

RSU 23 issues a Chromebook, Case & Charging Cord, hereafter referred to as the “device” to every student providing a valuable learning tool that is a fundamental aspect to education. We require parents/guardians and students to sign this form before the device is deployed to the student. *There is an upfront monetary fee for participation in this program.*

In signing this form you, and your student, acknowledge that your family will take proper care of the device. If a student moves out or leaves the school district, the device must be returned with all accessories. The device is owned by RSU23 Old Orchard Beach School District. As such, you and your student are the “custodial caretakers” of the device. As the custodial caretaker, the family is financially responsible for any accidental or malicious damage, as well as the replacement cost due to loss or theft of the device and the accessories provided (cables, cases, etc.). You understand that failure to pay the replacement cost due to loss or theft will result in your student not being reissued a device. Failure to return the device will result in criminal charges. Any unsettled accounts will affect your student being prohibited from marching at his/her graduation.

Summary of costs:

If the Chromebook damage is repairable - \$100

If the device Chromebook is not repairable or the Chromebook is lost or stolen - \$350

Acer 12W Power Adapter - \$25

Trek Sleeve carrying case - \$30

(All replacements and repairs must be performed by RSU 23's technology staff. All parts and accessories must be replaced with genuine Acer parts. The device will not be reissued to the student until invoices are paid in full.)

- The device must remain in the provided “Chromebook Case” at all times. The device must be transported to school and home in the provided foam case.
- Students will also be provided a district Google account. *These accounts are subject to RSU 23 policies.*
- If a student leaves the district their device and all accessories must be returned to RSU 23. Failure to do so will be considered theft and the matter will be turned over to law enforcement.
- During the school day RSU 23 filters the Internet for inappropriate content. Parents are responsible for supervising their students's use of the device and Internet access outside of school.

Parent/Guardian and student please sign this form on the appropriate line.

The fee covers items that are not covered by the warranty. Your financial responsibility is limited to \$100.00 in the event of any accidental damage and is repairable.

- Please return this completed form along with \$50 cash, check, money order, or pay online using PayPal. This fee is not optional.
- If the student is enrolled in the Free or Reduced Lunch program, he/she is eligible for a discount; Reduced Lunch- \$20, Free Lunch- \$10. If this fee is a financial burden, please contact the administration.
- If a student has NOT paid their device fee, their Chromebook will not be allowed to leave the building.
- Please make checks payable to RSU 23. To access PayPal please go to the district website at www.rsu23.org, click on Schools> OOB High School. There is a link to PayPal on the home page.

I have read, understand, and agree to the **Device Responsibility Form** including the payment of replacement costs.

Parent/Guardian

Date

I have read, understand, and agree to the **Device Responsibility Form**.

Student

Grade level

I acknowledge my son/daughter is enrolled in the Free or Reduced Lunch program. He/she is eligible for a discounted fee: _____ Reduced Lunch- \$20, _____ Free Lunch- \$10

Parent/Guardian

Date