



Excel Academy Charter School Student & Parent/Guardian Electronic Device Agreement

Student Name

Parent Name

Home/Cell Phone

In this agreement, "we", "us", "our", "School" means Excel Academy Charter School. "You", "your" means the parent/guardian and student. The "property" is an electronic device owned by Excel Academy Charter School.

Terms:

You will pay the nonrefundable fee (listed below) from your instructional funds before taking possession of the property. You will comply at all times with this agreement and incorporated herein by reference and made a part hereof for all purposes. Any failure to comply may terminate your rights of possession effective immediately and the School may repossess the property.

(parent initial _____, student initial _____).

Chromebook Rental Fee: \$ 125 one time fee

Title:

Legal title to the property is with the School and shall at all times remain with the School. Your right of possession and use is limited to and conditioned upon your full and complete compliance with this Agreement.

(parent initial _____, student initial _____).

Loss or Damage:

If the property is damaged, you are responsible for the reasonable cost of repair not covered by warranty or insurance. You acknowledge that in the case of theft or loss that you are responsible for the depreciated replacement cost of the computer. Theft or loss of a computer must be reported to school administration in accordance with School's Handbook and Acceptable Use Policy. You are responsible for reporting the theft to the local police and a copy of the report must be forwarded to your Teacher of Record (ToR).

(parent initial _____, student initial _____).

Repossession:

If you do not, in a timely manner, fully comply with all terms of this Agreement, including the timely return of the property, the School shall be entitled to declare you in default and report property stolen to the proper authorities.

(parent initial _____, student initial _____).

Term of Agreement:

You can use and possess the property until the end of the school year, and the school reserves the right to end your usage and possession of it sooner if they choose to do so.

(parent initial _____, student initial _____).

The right to use an electronic device at home is a privilege. If students do not adhere to the rules and guidelines in this agreement, the privilege to use their electronic device at home may be restricted or eliminated.

Student and Parent Responsibilities

By allowing student users to take their electronic device, families assume some risk. Parents/Guardians will be responsible for making sure repairs are done and paid for (beyond warranty) or replacement is made, in the event of theft, loss or damage due to intentional or unintentional abuse or misuse.

1. Handling and care of the electronic device
 - a. Use the device on a flat, stable surface.
 - b. Do not set books on top of the device.
 - c. Avoid carrying the device with the screen open.
 - d. Be careful not to leave pencils or pens or papers on the keyboard when closing the screen.
 - e. Do not pick up the device by the screen.
 - f. No food or drink around the device.
 - g. Cleaning - wipe surfaces with a clean dry soft cloth.
 - h. Avoid touching the device screen with fingers, pens, or pencils.
 - i. If your hands are dirty, wash them before using the device.
 - j. Do not use the device in a dusty or dirty environment.
 - k. Do not leave the device exposed to direct sunlight or near any heat or moisture sources for extended periods of time.
2. Power management
 - a. It is the student's responsibility to recharge the device's battery so it is fully charged by the start of the next school day.
 - b. Whenever the device is not in use, turn it off to extend battery life.
3. Transport
 - a. The device should be transported closed and in its protective case.
 - b. Do not leave your device in a vehicle EVER! Many devices are stolen this way and heat can be very damaging.
4. Appropriate use - technology is intended for instructional use. It is not intended for commercial use. Student users will not engage in unauthorized activities. Any unauthorized activities may result in immediate termination of use. These include, but are not limited to:

- a. Any and all illegal purposes;
 - b. Any and all obscene or purposes, including, but not limited to, retrieving or viewing sexually explicit material;
 - c. Any and all discriminatory purposes, including harassment and bullying of individuals based on race, gender, religion, sexual orientation, or disability, among others;
 - d. Any and all purposes that would violate state, federal or international law, including:
 - i. Copyright laws;
 - ii. Cyberbullying laws; and
 - iii. Sexting laws.
 - e. Any use of profanity, obscenity, or language that is offensive or threatening;
 - f. Destruction, alteration, disfigurement or unauthorized access of hardware, software, or firmware;
 - g. Obtaining financial gain or transacting any business or commercial activities;
 - h. Plagiarizing (claiming another person's writings as your own);
 - i. Political advocacy;
 - j. Disrupting the use of others to any process, program or tool, including downloading or otherwise spreading computer viruses;
 - k. Engaging in hacking of any kind, including, but not limited to, the illegal or unauthorized access;
 - l. Allowing others to use property issued by the School without authorization, including students whose access privileges have been suspended or revoked;
 - m. Soliciting or distributing information with the intent to incite violence, cause personal harm, damage a person's character, or to harass another individual.
5. Student users of technology shall:
- a. Use or access technology only for educational purposes
 - b. Comply with copyright laws and software licensing agreements
 - c. Understand that email and network files are not private.
 - d. Respect the privacy rights of others.
 - e. Be responsible at all times for the proper use of technology, including proper use of access privileges, complying with all required system security identification codes, and not sharing any codes or passwords.
 - f. Maintain the integrity of technological resources from potentially damaging messages, physical abuse, or viruses.
6. Student users must take steps to ensure their safety on the internet, including, but not limited to, the following rules:
- a. Students should never give out identifying information such as home address, school name, or telephone number to others on the Internet or by email,

including in a public message such as chat room or newsgroups. If a person asks for such personal information, students must have approval of their parent or guardian before providing the information.

- b. Students should not post photographs of themselves in newsgroups or on websites that are available to the public.
 - c. Students should not arrange a face-to-face meeting with someone they “meet” on the Internet or by email without parental/guardian permission. If a meeting is arranged, the meeting must be in a public place and the student’s parent/guardian must attend.
 - d. Student Users should not respond to messages that are suggestive, obscene, belligerent, threatening, or make a student user feel uncomfortable.
7. Financial responsibility is assumed by the Parent/Guardian for:
- a. Replacement cost for the equipment varies (depending on model). You are responsible for that cost if the device is lost, stolen, or damaged.
 - b. If lost, stolen or damaged, please notify the school immediately on the next school day.
 - c. Lost or stolen - If a device is lost or stolen, a police report is needed.
 - d. Damaged - use the purchased warranty for damages or technical issues. For damage beyond the warranty, the family may be responsible for that cost.
8. The following monitoring and supervision policies apply:
- a. Devices should be used in a location where use can be monitored and supervised by a parent; unsupervised use is strongly discouraged, e.g. use in a child's bedroom.
 - b. The student assigned the device is responsible for all use of their device.
 - c. Use of the device by other family members is not allowed unless listed on agreement.
 - d. Students should not allow other students to borrow their device.
9. Internet access at home:
- a. While Internet filters provide an important level of protection, no filter program provides 100% protection. Monitoring and supervision are still very important.
 - b. It is the parent/guardians’ responsibility to ensure the student follows all regulations listed above.

Consequences of Non-compliance

As with any other violation of the Charter School's rules and regulations, consequences of violations include, but are not limited to, the following:

- Limitations of school funded computer access
- Revocation of school funded computer access
- Disciplinary processes up to expulsion or involuntary withdrawal
- Legal action and prosecution
- Financial liability for loss of internet/computer system

The parent/guardian is responsible to abide by and to ensure the student abides by the provisions and conditions of this policy and that any violations of the above provisions may result in disciplinary action, the revoking of the user account, and appropriate legal action.

The parent/guardian is also responsible to report any misuse of the information system to the Charter School administration.

I agree to comply with the above terms and conditions.

Student Signature/date

Parent/Guardian Signature/date