



Corcoran Unified School District

Computing Device User Agreement 2018

EQUIPMENT

Corcoran Unified School District (“CUSD”) retains sole right of possession of the iPad or Macbook Air (“computing device”), provided accessories (eg: A/C adapter, charging cable, etc.), and related equipment (eg: WiMAX router). The computing device will be issued to students according to the guidelines set forth in this document. The classroom teacher, school administration, or district employee retains the right to collect and/or inspect the computing device at any time, and to alter, add, or delete installed software or hardware. No loaning equipment to family and friends. Usage of the computing device and related equipment is a privilege and not a right.

SUBSTITUTION OF EQUIPMENT

In the event that the computing device is inoperable, CUSD has a limited number of spare computing devices for use while the computing device is repaired or replaced. This agreement remains in effect for the substitute. If a student forgets to bring their computing device, related equipment, or provided accessories (eg: power charger) to school, a substitute will **not** be provided.

CUSTOMIZATION OF EQUIPMENT

The Student is permitted to customize the digital environment of the assigned computing device to their own working styles (eg: wallpaper, favorites, background). The student is not permitted to install software or apps on the assigned computing device. The student may not customize the chassis or physical appearance of the computing device, related equipment, provided accessories, and protective case or cover.

DAMAGE OR LOSS OF EQUIPMENT

Report any damage or loss to the classroom teacher, who will determine necessary action. All computing devices are covered by a manufacturer’s extended warranty. If a computing device is damaged, CUSD will work with the student, Apple, and the insurance company to determine if it is a warranty claim.

The insurance covers accidental damage from liquid spills, power surges, drops, falls, collisions, theft (police report required), vandalism, flood, fire, smoke, wind, and earthquake, as well as damage to batteries and AC adapters.

Insurance does not cover loss, negligence and abuse. For example, throwing the computing device or using the computing device as an umbrella would be considered examples of neglect and abuse. If a computing device is lost or damaged by neglect or abuse, it is the family’s financial responsibility to replace the iPad / Macbook Air at a price of approximately \$500/\$1000.

STUDENT/PARENT FINANCIAL COMMITMENT

The computing device, provided accessories, internet usage, a WiMAX router and maintenance are provided to the student through State, District and Federal funds. Prior to checking out the equipment listed above, the District is asking you to provide a \$25 lease fee. There is also an optional non-refundable insurance fee of \$25 which will reduce charges in the event of device breakage. There will be a late fee of \$5 charged for devices not turned in on time.

STANDARDS FOR PERSONAL computing device CARE

Student Responsibilities:

- Bring the computing device and Router unit to school every day.
- Keep the computing device with you or within your sight at all times.
- Do not let anyone use the computing device other than your parents or guardians.
- Adhere to Corcoran Unified School District’s Acceptable Use Policy (AUP) at all times.
- Report any problems, damage or theft immediately to your teacher.
- Arrive to school each day with a fully charged battery.

General Care:

- Do not do anything to the computing device that will permanently alter it in any way.
- Do not remove any serial numbers or identification marks placed on the computing device, accessories, and related equipment.
- Keep the equipment clean. For example, do not eat or drink while using the computing device.

Carrying the computing device:

- Transport the computing device in the case provided by CUSD.

Screen Care:

- Clean the screen with a soft, dry anti-static cotton cloth or with a screen cleaner designed specifically for LCD type screens only.
 - Do not use cleaners that contain ammonia!
 - Do not spray cleaners onto the device.
 - A soft cloth, slightly dampened with water may be used if required.

PERSONAL HEALTH & SAFETY

- Avoid extended use of the computing device while resting directly on your lap. The bottom of the computing device can generate significant heat.
- Take frequent breaks when using the computing device for long periods of time. Look away from the computing device approximately every fifteen minutes.
- Do not provide your personal information to anyone over the Internet. Practice internet safety at all times.
- Do not share your passwords with anyone.
- Keep the computing device in a secure location when it is not at school.

Restricted Use

Student placed on restrictive use will be allowed to use a computing device only on the school's campus during days of regular instruction. Student must retrieve a computing device provided in core classroom prior to the start of regular instruction and return it at the end of each instructional day.

Students who violate one or more of the conditions below may, at the Principal's or District's discretion, will be placed on Restricted Use (minimum 1 month) until the student's Principal determines student has satisfied the conditions for non-restrictive use as specified by the Principal. Reasons for placing a student on Restrictive Use include the following:

- Excessive damage
- Excessive loss
- Non-acceptance of user agreements
- Excessive interruptions in service due to repair of local modifications
- Violation of Board of Education Policies and/or Administrative regulations (computing device is considered an Instructional Material and subject to damaged or lost Instructional materials found in Board Policy 6161.2
- Violation of the CUSD Responsible Use Agreement and/or Acceptable Use Policies
- Inappropriate, defamatory, inaccurate, abusive, obscene, profane, or illegal material found the computing device
- Violating Standards for Personal Health & Safety
- Repeated failure to bring to class daily/failure to bring charged
- Lack of minimum attendance requirement (95%)
- Excessive class tardies

*A parent may request a waiver or other options for the \$25 lease fee. Waiver requests and options are available from the District Superintendent.