

Dumont High School Chromebook 1:1 Initiative

Dumont High School is excited to announce that we are moving to a 1:1 Technology Initiative. This means that we will offer a **NEW** Dell Chromebook to **every** ninth-grade student, which they will keep in their possession until they graduate. Any ninth-grade student who currently has a loaner device at home must return that device prior to receiving this new Chromebook. In order to receive the Chromebook, both the student and the parent (or guardian) are required to sign this agreement.

Digital Citizenship Responsibilities

1. I will not use my Chromebook to create any harmful situations. I will not share personal information about myself and others, take derogatory or unwanted photos of others or violate the District's Harassment, Intimidation, and Bullying (HIB) policy.
2. At school and at home, I will use my Chromebook for academic purposes only.
3. If I encounter anything alarming, unsafe, or insecure in school or outside of school when using my school-issued Chromebook, I will notify an administrator immediately.
4. When using my Chromebook, I will follow Dumont's guidelines, policies, procedures and information contained in our *Acceptable Use Policy and Care of School Property* regarding internet access and use of electronic devices.
5. I understand that the school will charge a \$20 **annual** insurance fee intended for repairs or replacement of the Chromebook if stolen, lost, or **unintentional** damages to the device. The insurance fee will cover a single incident each year of unintentional damage to the device.

Student Responsibilities for the Care of the Chromebook

1. I will treat the Dell 3100 Chromebook and charger with great care and not deface it in any way. I will **not** add stickers to the unit. The only existing labels on the Chromebook are a label with my full name and a label on the back of the unit with the District's identifying information.
2. I understand that the Dell 3100 is my responsibility and will stay in my possession in school and at home.
3. I understand that I should bring a charged Chromebook to school each day I am on site. Therefore, I will charge the Chromebook every night. **I will NOT be given a loaner if I forget my Chromebook at home or it is not charged.**
4. I will return the Chromebook upon my withdrawal from DHS or upon my graduation from High School.
5. I take full responsibility for the Chromebook and charger while these items are in my care in school and at home.
6. Chromebooks and chargers should be kept away from food, drinks and pets.
7. Chromebooks must remain free of any writing, drawing, stickers, or labels except for the school label that has been affixed to the Chromebook. Any other labels placed on the Chromebook will result in a fine. (See attached Regulation – R-5513)

8. If necessary, clean the screen with a soft, dry, anti-static or micro-fiber cloth.

Frequently Asked Questions

1. When will my child receive the new device?

We will plan on providing the new devices beginning on Thursday, January 7. Students in **Cohorts A & B** will receive their devices in a special homeroom class when in-person. Students who are in **Cohort C** (All Virtual), can come to the HS on **the scheduled day(s)**.

Please Note: Any 9th grade student who currently has a loaner Chromebook at home for virtual learning must return that Chromebook and charger to the HS before being given a new device.

2. Should I get a cover or case for the Chromebook?

No. The student will be given a Chromebook bag (Manufacturer, Vivacity Tech) for transporting the Chromebook and charger during the day as well as to and from school. The Chromebook must be transported in this bag, which affords added protection for the Chromebook in case of accidental drops.

3. Why am I being charged a \$20.00 annual insurance fee?

Because 9th grade students will be carrying their Chromebooks back and forth between home and school, as well as other locations, a \$20 fee is assessed in order to offset the expenses associated with the management, monitoring, repair and replacement of these devices. The insurance fee will cover a **single incident** each year of **unintentional** damage to the device. Please note if you elect to not purchase the insurance, you will be responsible for the repair or replacement of the device if lost or damaged.

4. What if my Chromebook is lost or stolen?

I will immediately inform the principal or assistant principal if the Chromebook is lost or stolen. In addition, a Chromebook *Incident Work Order* form must be submitted. This form can be found on our District website at www.dumontnj.org or can be obtained from the HS Central Office or Media Center. A lost device will be disabled during an investigation until a proper course of action is determined. If a student and/or parent/guardian suspects that the device has been stolen, a copy of the police report must be submitted to the High School for documentation/insurance/warranty purposes as soon as it is available.

5. Will the device have enough power to last throughout the day?

Yes, Chromebooks have a long battery life, and assuming they are fully charged in the morning, should last throughout the day. If a device should run out of battery power during the day, the district is in the process of procuring charging stations for the media center. If the battery regularly exhausts a full charge within the course of a full day, the student should submit a Chromebook *Incident Work Order* available from the Media Center and a loaner will be assigned to you.

6. What support is available if a student needs help with the Chromebook?

As students have used Chromebooks in school since fifth grade, their peers are the first resource in helping a student figure out a problem involving the use of a Chromebook. If the problem is technical in nature, please send an email to helpdesk@dumontnj.org and a member of the Technology Department will assist you.

7. What happens if my device breaks and is unusable?

The student should immediately report any hardware or software problems to the Media Specialist at the High School who will contact the Technology Department. The student will be given a loaner device (if available) until the issue has been identified and repaired. The student will maintain the same safety and care protocols and procedures with this loaner device as he/she would with their "original" device.

8. Is Google collecting information on the student's accounts?

No. As long as a student uses their District-provided account when signing in, Google does not collect any information.

9. How are issues of inappropriate usage handled?

Inappropriate usage will be subject to the same disciplinary procedures as any similar misbehavior would. Such issues are handled on a case-by-case basis by the District.

10. Who do I make my check or money order payable to and when is the \$20 fee due?

Please make your check payable to: *Dumont Board of Education* and submit your check or money order at the time you receive your Chromebook. No Chromebook will be distributed without the signed paperwork and check or money order. **No cash will be accepted.**

11. End of Year and Transfer

School-issued chromebooks and accessories must be returned to the homeroom teacher at the end of each school year. This year, the Chromebooks will be collected one week before the last day of school in June.

12. Who should I call if I have any questions?

Please call Mr. Weber, Assistant Principal, at 201-387-3000, Ext, 3007 or Mrs. Hutchinson, Assistant Principal, at 201-387-0000, Ext. 3006 if you have any questions.

By signing this agreement, I understand that the parent/guardian and the student are responsible for any physical damage to the Chromebook due to negligence and will be held responsible for all repairs and/or replacement costs based on the information in our District's Regulation, R 5513, Care of School Property (Attached Form)

Signature of Student: _____ **Date:** _____

Signature of Parent/Guardian _____ **Date:** _____

_____(Please initial) I have elected NOT to pay the insurance fee of \$20 and will be responsible for any repairs or replacement costs.