



MILLTOWN PUBLIC SCHOOLS

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www.milltownps.org



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STUDENT TECHNOLOGY DEVICE LOAN AGREEMENT

STUDENT NAME: _____

GRADE: _____

The Milltown School District is excited to provide your child with a 21st Century Education Technological Device be used in school and at home. The Chromebook will provide endless possibilities of teaching, learning, and competing in a global society. Each Chromebook has wireless connectivity that will work both at home and at school, regardless of a personal residential wireless connection.

The Chromebook is running on a district approved operating system. These devices are designed to be used while connected to the Internet and to support applications that resides in the Cloud, mainly through a Google Apps for Education (GAFE) account assigned to your child. GAFE is an integrated communication and collaboration solution, hosted by Google and managed by the Milltown School District that includes Google Drive, Docs, Slides, Sheets, etc. and are all stored in the Cloud. Your child may also be assigned access to other instructional resources relevant to their grade level or learning profile.

The District will be able to monitor activity on the Chromebook from school and from home to provide a safe online experience for students. Your child will be held to the same standards of integrity and responsible technology use both in and out of school. Pursuant to NJ Anti-Big Brother Act N.J.S.A. 18A:36-39, please be advised that this electronic device that is being issued to your child may record or collect information on the student's activity or the student's use of the device. This information may include photographs, global positioning system, or other features capable of recording or collecting information on student activities. The Board will not use any of the capabilities in a software management system that would violate the privacy rights of the student or of any individual residing with the student.

By signing below, I assume full responsibility for all ethical use, care and maintenance, and security of the equipment and understand that all of my actions and my child's actions are governed by the terms and conditions of the District Technology Acceptable Use Agreement as well as the District's Code of Student Conduct.

I understand that, should something happen to the equipment while in my possession; such as, but not limited to, loss, theft, damage, etc., I will be expected to work with the district to replace the equipment per Board policy 3514.1.

I have read and discussed this letter and it's attachments with my child, and we agree to abide by the associated policies and expectations set forth in the letter regarding use of the assigned Chromebook.

Parent/Guardian Name (Print): _____

Parent/Guardian Signature: _____

Date: _____

Student Name (Print): _____

Student ID: _____

Student Signature: _____

Expectations for students regarding Chromebook use.

- I understand that my Chromebook is the property of the Milltown School District.
- I will only use my Chromebook to complete my school work assignments and for school purposes only.
- I will never allow someone else to use my Chromebook.
- I will never loan out my Chromebook to another individual.
- I will not erase my browser history.
- I will not install any apps or extensions without the permission of one of my teachers.
- I will not download any copyrighted material (music, video, etc.) without the permission of one of my teachers.
- I understand that my Chromebook is subject to inspection at any time without notice.
- I will keep food and beverages away from my Chromebook since they may cause damage to the devices.
- I will not disassemble any part of my Chromebook or attempt any repairs.
- I will protect my Chromebook by only carrying it while in the bag provided and will not place decorations (such as stickers, markers, etc.) on my Chromebook.
- I will notify the Technology Department immediately in the event of theft, vandalism, and/or any other damage to my Chromebook at Helpdesk@milltownps.org or 732-214-2370.
I understand that if my Chromebook is maliciously damaged, lost, or stolen, I am subject to consequences according to the Student Code of Conduct and responsible for working with the district to replace the equipment.

Forgotten or Uncharged Chromebook

- Charged device issued from library
- Class participation and/or homework grade may be effected at teacher discretion

Lost Chromebook

- Student given a reasonable number of days to locate the device.
- If device is not located, then a replacement cost* will be the responsibility of the parents
- A payment plan may be negotiated with the Board Business Office.
- The Chromebook will be limited to at-school use only until the replacement device is paid in full.

Destroyed or Damaged Chromebook

- Damage that is found to be something other than accidental will be subject to consequences according to the Student Code of Conduct, in addition to procedures below.
- First or second time in one school year: Issued another device until repaired and returned. Handling fee charged to parent, and increased the second time.
- More than two times in one school year: Issued another device for school use only.