



# Hickman County Schools(HCS) Device Agreement



## 2022-23 School Year – 7<sup>th</sup> to 12<sup>th</sup> Grade

The Hickman County School District is both pleased and proud to provide students in grades 7-12 with Chromebooks for the 2022-23 school year. Since these devices are expensive to replace, we ask that students and parents use extreme caution and care with this equipment. Due to the cost, it is incumbent upon the district to conserve resources and to require financial compensation for repairs/damages. These damages include, but are not limited to:

- consumable parts
- cosmetic damage, including, but not limited to, scratches, dents and broken plastic on ports damage caused by use with another product
- damage caused by liquid contact, fire or other external cause
- damage caused by operating the device outside the published guidelines
- damage caused by service (including upgrades and expansions) performed by anyone who is not a representative of the HCS Technology Department
- a device that has been modified to alter functionality or capability without the written permission of HCS Technology Department
- a device from which any serial number or identifying information has been removed or defaced

### Technology Fee and Chromebook Replacement Parts Costs

Each student, grades 7-12, is assessed a technology fee to help offset the costs associated with the educational software as a part of the 1:1 initiative by Hickman County Schools. Please know that this fee is NOT a rental or insurance for the Chromebooks. The technology fee for the 2022-23 school year is \$20.00.

Chromebook prices are evaluated before the start of every 9 weeks and shortly before the start of the summer. Prices are posted on district’s technology page. The parent/guardian needs to note below what damages currently exist on the Chromebook when issued to the student. Any damages caused by the student will be charged.

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> AC Power Cord damaged      | <input type="checkbox"/> Bezel                         | <input type="checkbox"/> Motherboard    |
| <input type="checkbox"/> AC Power Cord not matching | <input type="checkbox"/> Palm rest                     | <input type="checkbox"/> Headphone Jack |
| <input type="checkbox"/> Screen                     | <input type="checkbox"/> Dirty                         | <input type="checkbox"/> Charging Port  |
| <input type="checkbox"/> Keyboard                   | <input type="checkbox"/> Stickers                      |   |
| <input type="checkbox"/> TouchPad/Mouse             | <input type="checkbox"/> Top Panel (behind screen)     | <input type="checkbox"/> Other -        |
| <input type="checkbox"/> Hinge                      | <input type="checkbox"/> Bottom Panel (below keyboard) |   |
| <input type="checkbox"/> Hinge Cover                | <input type="checkbox"/> Battery physically damaged    | <input type="checkbox"/> NO ISSUES      |

CURRENT REPLACEMENT COSTS	
AC Adapter	\$30
Hinge Cover set	\$5
Keyboard	\$30
LCD Panel(Screen)	\$70
Total Replacement	\$300
(includes device and Google License)	



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## **Parent, Student Responsibilities**

- It is strongly encouraged for students to purchase a Chromebook cover. Handle your Chromebook with extreme care.
- Do not leave the Chromebook on the floor or place heavy objects on top of Chromebooks.
- Do not use markers on the Chromebook or place stickers or other decorations on the Chromebook.
- The number one enemy of devices is beverages. Never have a beverage too close to your device. If a liquid is spilled on your device, do not turn the device on. Turn it into the library or school office ASAP.
- Never store your device in a vehicle. Both excessive heat or excessive cold will damage the device and vehicles are easily broken into. In addition, leaving your device in a vehicle increases the possibility of the device being stolen.
- If you must bring your charger to school, be sure to label it with a piece of tape with your name on it so it is easily identified.
- Be careful how you wrap your charger and do not bend the small cable too tightly at the base of the charger as this can cause the charger to begin to fray. If the charger cable begins to fray, take it to the Help Desk. Do not wait until the wire has completely broken through.
- Keep your charger away from pets as they love to chew on the cords.
- If the device is not working properly, always restart the device and check again. If restarting the device does not fix the issue, students should take the device to the Help Desk or school office.
- **It is important to charge the device every night.** Devices brought to school with a full charge should last a full day. If your device is in need of repair, you will be provided a loaner Chromebook to use while it is being repaired.
- The Chromebook is your responsibility. Never loan your Chromebook to others. If you leave your chromebook at home you will be provided a loaner the first time and no loaners after that.

## **Keeping Chromebook Charged**

Students will be responsible for ensuring the Chromebook's battery maintains a charge. Failure to do so could result in the battery failing and the student being charged for the replacement of the battery.

## **Potential Loss of Data**

During service, it is possible that the contents of the device's storage media will be lost, replaced or reformatted. In such an event the HCS technology department is not responsible for any loss of data or other information contained on the storage media or any other part of the product serviced.

## **Acceptable Use**

Please refer to the student handbook regarding acceptable use of technology. Parents and students should be aware that devices and accounts are the property of Hickman County School District and as such are monitored.

## **What to do if the device is stolen or lost**

If the device is stolen, a report must be completed by the school resource officer or principal designee. If the device is believed to be lost, students should report to the school office of library immediately. If the device is not found within 48 hours, the device will be considered stolen, and a report must be filed.



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**What will the HCS Technology Department do if this agreement is breached?**

When a device is serviced by the HCS Technology Department, they will determine if the terms of this agreement have been breached. If the agreement is violated, the HCS Technology Department will, at its option, repair the device or replace the device with a device that is at least functionally equivalent to the originally assigned device. The parent/guardian of the student who was issued the device may be billed for the repair or a replacement device when the terms of this agreement have been violated.

**Tracking of Chromebook**

Hickman County Schools reserves the right to use software or extensions that will report the location of the Chromebook. This information will only be utilized if the district is needing to know the exact last location.

**How to obtain service**

Chromebooks are given to students in known working condition. If the device is not functioning properly or needs repair, please take the device to the school office or library. A HCS representative will help determine whether the device requires service and, if it does, will inform you how the service will be provided.

**Agreement**

By signing below, you understand the conditions laid out within the document.

Student Name (Printed) : \_\_\_\_\_ 4-Digit #: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_