

Stockdale High School Laptop Agreement
Vision SHS...Opening New Doors

Stockdale ISD is pleased and proud to offer our students and staff in Grades 9 – 12 access to an Apple MacBook Laptop computer and the Internet. Use of the wireless network will provide Stockdale ISD access to numerous software programs and the Internet for educational purposes. Stockdale ISD believes that teaching using 21st Century tools will improve the educational opportunities for our students.

We hope that you share our excitement at being able to offer the laptop computers as an instructional resource to our students and teachers at Stockdale ISD. The impact on teaching and learning will be enormous. Our students will gain access to up to date information and will be able to use this information to enhance learning. In addition, their technology skills will increase and better prepare them for higher education and the workforce. As with any new initiative, there will be constant assessment and necessary changes to make this project work to the maximum benefit of our students. We are committed to that goal.

Laptop Distribution

All first time recipients of an Apple MacBook will attend a student and parent training before laptops will be distributed. A signed Laptop Agreement and Acceptable Use Form will be required before distribution.

Each student is responsible for properly taking care of the laptop.

General Use and Care of the Computer

1. When transporting their laptop to and from school, students should always be sure it is placed in the carrying case, and the case is fully closed. Laptop bags can then be placed inside the student's book bag or backpack.
2. Students are expected to treat their laptop with care and respect. The computer and sleeve are the property of Stockdale ISD, and should be kept clean and free of marks at all times. Placing stickers, writing or drawing on, engraving or otherwise defacing the laptop or carrying case are not allowed and will result in loss of privileges.
3. Students are encouraged to help each other in learning to operate their computer. However, such help should be provided with voices and not hands. Students should operate their own computer at all times.
4. Any inappropriate or careless use of a computer should be reported to a teacher or other staff member immediately.
5. Students should not use their laptop while walking, on the bus, or otherwise being transported. Laptops should only be used while they are on a flat, stable surface such as a table. Laptops can be fragile, and if they are dropped they may break.
6. Students should protect their laptop from extreme heat or cold. Laptops should never be left in a car, even if the car is locked.
7. Computers should be protected from the weather, water or other liquid, food, and pets. Students should never eat or drink while using their laptop, or use their laptop near others who are eating and drinking.
8. Heavy objects should never be placed or stacked on top of your laptop. This includes books, musical instruments, sports equipment, etc.
9. Students should use care when plugging their power cord, phone cord and when using their CD ROM drive.
10. Students are responsible for saving and backing up their data. Stockdale ISD will not be held responsible for lost data.
11. Computers should never be placed in their carrying case while they are turned on. The computer should either be turned off or in "sleep" mode. In addition, computers should not be placed on or under soft items such as pillows, chairs or sofa cushions, or blankets. This will cause the computer to overheat, and will result in damage to the computer.
12. If the laptop is damaged or not working properly, it must be turned in to the designated location for repair or replacement. Parents/guardians and students are not authorized to attempt repairs themselves, or contract with any other individual or business for the repair of the laptop.
 - a. First Breakage – The actual cost of repair/replacement or \$100—money is due before the laptop is returned to the student.
 - b. Second Breakage – The actual cost of repair/replacement or \$100 **AND** student and parent attend a training **AND** money is due before the laptop is returned to the student.
 - c. Third Breakage – The actual cost of repair/replacement **AND** student loses laptop privileges until the financial obligations are paid in full **AND** a plan will be written for the student's possible further use of the equipment.

13. ***Under no circumstances may laptops be left in unsupervised areas. Unsupervised areas include the school grounds and campus, the Food Court, locker rooms, library, unlocked classrooms, dressing rooms and hallways, and any place outside of school that is not the student's home. Any computer left in these areas is in danger of being stolen. The student and parent are responsible if a laptop is stolen.***
Unsupervised laptops will be confiscated by staff and taken to the High School office. Disciplinary action may be taken for leaving a laptop in an unsupervised location.

Using the Computer at School

1. Each computer is assigned to an individual student. Students should never “swap” or “share” their computer with another student. Laptops should be in a student's possession at all times.
2. Students may never share their password with another student. Passwords should always be kept confidential.
3. Students have permission to take their laptops home and are responsible for bringing their laptop, fully charged, to each school day. If a student fails to bring their fully charged laptop to school each day, they will no longer be allowed to take it home.
4. Students who do not have permission to take their laptop home may pick up their laptop in the designated room each morning, and are required to return their laptop to the designated room at the end of each day. Students are responsible for making sure their laptop is plugged in for recharging each night.
5. Computers will be checked each day during the designated period.
6. Students will be allowed to recharge their laptops each day during the designated period.
7. Students are not allowed to take their computer into the Food Court. Laptops must be left in the designated area during the lunch period. Students may pick up their laptops after lunch for use in their afternoon classes.
14. Students are responsible for saving and backing up their data. Stockdale ISD will not be held responsible for lost data.
8. Students are not allowed to download or install any software or other materials without the permission of the District Technology Director.
9. During school hours, game playing on computers is not allowed unless the game is directly related to a school assignment or activity.

Using the Computer at Home

1. Students must have the written permission of their parent or guardian before they will be allowed to take their computer home.
2. Parents/guardians will have access to their child's login name and password, so that they can supervise the student's computer at home.
3. When at home, the computer should always be used under the adult supervision in a common family location (i.e., kitchen, living room, dining room).
4. Students are responsible for recharging the laptop at home on a daily basis.
5. If the computer is lost or stolen, parents/guardians should immediately report the loss or theft to the local police and Stockdale High School Administration.
6. If the computer is damaged or not working properly, it must be turned in to Stockdale High School or District Technology staff for repair or replacement. Parents/guardians are not authorized to attempt repairs themselves, or contract with any other individual or business for the repair of the laptop.

Using the Computer for Internet and E-mail

1. Students and parents/guardians understand that Stockdale ISD does not have control over information found on the Internet. While every attempt is made to block access from inappropriate material while the student is at school, the District may not be able to monitor student usage of the computer while at home. It is the parent/guardian's responsibility to supervise the information that a student is accessing from the Internet while at home.
2. Students should never share personal information about themselves or others while using the Internet or e-mail. This includes a student's name, age, address, phone number or school name.
3. Parents/guardians and students are required to read and agree to the District's Acceptable Use Policy prior to receiving Internet and e-mail access.
4. Students should be aware that Internet access and e-mail, and other media that are accessed, created or stored on their computers are the sole property of the District. The District has the right to review these items for appropriateness, and to limit or revoke a student's access to them at any time, and for any reason.

Consequences of Inappropriate Use

The use of any district technology is a privilege and not a right. Students are expected to use their computers in accordance with these Policies and Procedures, the District Acceptable Use Policy, and any applicable laws. Failure to use this computer in an appropriate manner will result in consequences, as determined by the staff and administration of Stockdale High School and Stockdale ISD. Possible consequences may include, but are not limited to the following:

1. Cancellation of student use or access privileges, including the privilege of taking the computer home.
2. Suspension from school.
3. Expulsion from school.
4. Civil or criminal liability under applicable laws.

Students checking out of school will turn in their laptops, chargers, and sleeves. Students assigned to ISS (In School Suspension) or DAEP (Disciplinary Alternative Education Program) for whatever reason will turn in their laptops, chargers, and sleeves.

Students who leave the District and fail to check in their laptops and related equipment will have felony theft charges filed against them immediately upon the District's knowledge of such an event. The District will prosecute the occurrence to the fullest extent of the law.

Pricing below is for **accidental** damage. **Deliberate damage will be priced according to the actual cost of repair.**

Description of Non-Warranty Repair/Replacement	With District Insurance You Pay	Deliberate Damage
Broken Screen	\$100.00	Cost of Repair
Damaged Keyboard	\$100.00	Cost of Repair
Damaged Sleeve	\$27.00	Cost of Replacement
Damaged/Lost Power Supply	\$57.00	Cost of Repair or Replacement
Damaged/Lost Battery	\$100.00	Cost of Repair or Replacement
Damaged/Stolen Laptop	\$100.00	Cost of Repair or Replacement
Other Minor/Major Damage	\$100.00	Cost of Repair or Replacement
Lost Laptop	Not Covered	Cost of Replacement

Terms of Agreement: Your insurance coverage AND right to the use and possession of the property terminates the last calendar day of this school year, unless terminated by the District.

Student Information

Last Name		First Name	
Student ID #		Grade	

Parent/Guardian Information

Last Name		First Name	
Home Phone		Work or Cell Phone	
Have you already attended a Vision SHS Parent Orientation Training for another child?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Sibling Information (only complete this section if you have more than one student currently enrolled at SHS)

Last Name		First Name	
Student ID #		Grade	

Parent Signature _____ Date _____

Student Signature _____ Date _____

Stockdale ISD Inventory #	
Laptop Serial #	
<input type="checkbox"/> No known damage	
<input type="checkbox"/> The following damage: <input type="checkbox"/> Screen Spots <input type="checkbox"/> Keyboard Damage <input type="checkbox"/> Shell Damage <input type="checkbox"/> Sleeve Damage	