

Student Use of a District-Owned Mobile Device

As part of its commitment to integrating technology into the curriculum, the Lansing Board of Education has purchased mobile devices and their related accessories for students' individual use. Each student in grades 6-12 will be loaned a mobile device and must bring it to school every day, just like a textbook.

Access to the technology resources of the district is a privilege and not an entitlement or right, and you and your child are responsible for the appropriate care, handling, and use of the mobile device as outlined in this document.

1. **Acceptable Use of Mobile Device.** Your child's use of the mobile device, whether at home or at school, is to be for educational purposes consistent with the curricular goals of the district and with board of education policies. By using the mobile device, you and your child agree to abide by the internet permission policy as well as all other applicable policies and the guidelines in this document. Violation of any of these policies or guidelines could result in your child's loss of the privilege of using the mobile device, discipline up to and including suspension or expulsion, and referral to law enforcement.
2. **Loss of or Damage to Mobile Device.** If your child's mobile device is lost or damaged, you or your child must report it immediately to the appropriate resource in the building. Any mobile device reported to be lost or stolen will be tracked by GPS to attempt recovery, and law enforcement will be involved as necessary. You and your child are responsible for cooperating with the district in the recovery, repair, or replacement of your child's mobile device. You and your child are responsible for any damages occurring to the mobile device as a result of accidental, intentional, and environmental damages including damages caused by other students.
3. **Self-Insurance/Usage Fee.** For your child to be loaned a mobile device, you must pay a \$25 self-insurance/usage fee at enrollment. Below is the fee structure for occurrences of damage and lost or stolen devices. Students and parents are responsible for the full replacement cost of \$425 in the event of intentional destruction of the mobile device. Occurrences are recorded and tracked over the entire tenure of your student's time at USD 469 and do not reset at the end of each term. Occurrences carry over from year to year, but will reset when your child enters a new building.

Self-Insurance/Usage Fee	\$25
Accidental Occurrence	Cost
1	\$50 (Deductible - regardless of repair cost)
2	\$125 (Deductible)
3+	\$150 or Actual repair cost whichever is higher.
Lost, Stolen or Destroyed Device	\$425 per incident

4. **Chargers, Charging Cables, and Cases.** If your child loses or damages the USB wall charger or the USB sync/charging cable provided with the mobile device, replacements may be purchased from the school for the fees listed below. Your student is responsible for turning in a functioning charger and cable at the end of term. Only chargers and cables checked out by district will be accepted during mobile device turn-in.

Lost or Damaged Accessories	Replacement Cost
USB Wall Charger	\$15
USB Sync/Charging Cable	\$10

If your child damages the protective case provided with the mobile device, a new case will be installed on the mobile device to ensure that it is protected, and the cost of the case will be applied to your school account balance. Below is the cost for case replacement.

Case Replacement	\$15
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5. **High School Senior Student iPad Acquisition.** Seniors at the end of their high school career may choose to purchase the iPad. The iPad is sold as-is with no warranty or support once purchased.

Age of device	Cost of Acquisition
Less than 1 year old	Replacement cost
1 to 2 years old	25% depreciation
2-3 years old	50% depreciation
3 years and older	75% depreciation

6. **Using the Mobile Device at School.** Unless otherwise instructed, the mobile device is intended for use at school every day. If your child is permitted to use the mobile device at home, he/she is responsible for bringing it to school every day, fully charged. The district may not have a loaner in the event (s)he forgets the mobile device.
7. **Classroom Privacy.** Photos, videos, and audio recordings are only allowed in the classroom with explicit consent from your classroom teacher. Taking photos, videos, or audio recordings without knowledge and consent from all parties involved may result in disciplinary action at the discretion of building administration.
8. **Technical Support.** If your child's mobile device is not functioning properly, he/she should alert his/her teacher immediately. If necessary, a technical support employee of the district will assess the mobile device and attempt to correct any problems.
9. **Using the Mobile Device Outside of the District.** In the event your child uses the mobile device outside of the district, (s)he is bound by the same policies, procedures, and guidelines as at school.
- Parent Responsibility for Supervision Outside of the District. The district is not responsible for filtering inappropriate material or monitoring students' Internet activity outside of school. While your child is using the mobile device assigned to him/her outside of school, you agree to be solely responsible for supervising the use of the device, including Internet access. You may choose to limit such use.
 - Parent Restrictions. The district understands the desire for parents to have more control over the restrictions of technology during use at your home. Additional

restrictions are possible for parents through Apple Settings Software. If parents are going to set additional restrictions, please contact your child's building, it is possible that the district will need to override said restrictions for installation of needed software for class.

- c. Technical Support Outside the District. The district cannot guarantee that the mobile device will function outside the district at the same level as inside the district. Configuration of any home network connection is your responsibility and not the responsibility of the district. Any configuration applied to the mobile device that impairs its performance in school may be removed by district staff.
10. **Managing Your Files and Saving Your Work.** Work done on a mobile device is typically saved to the mobile device itself. It is your child's responsibility to make sure his/her work is not lost due to a failure or loss of the mobile device.
11. **Accessories.** The district will provide accessories necessary for use of the Mobile Device. The decision whether to purchase additional accessories (such as an extra charger, keyboard, stylus, etc.) for the device rests with you and your child. As with any personal property brought to school, the district reserves the right to disallow the use of any accessory and is not responsible for any loss or damage to personal property. In addition, the district cannot and does not guarantee that an accessory purchased at one point in time will be compatible with devices provided in the future.
12. **District-Required Software.** The district will provide any software required to use the mobile device for school purposes. This software may not be removed. The district may update, add, or remove software at any time for any reason, without prior notice.
13. **Personal Software.** With permission from the district and a legally-acquired license, your child may install additional software (apps) on the mobile device. However, the district is not responsible for providing technical support for personal software (apps), and such software may be deleted at any time for any reason.
14. **Personal Content on the Mobile Device.** Your child should be aware that any content (including, but not limited to, documents, music or audio files, and photographs) stored on the mobile device potentially could be subject to access by third parties pursuant to law or subject to discovery in a legal proceeding. In addition, personal content may be deleted in the course of routine maintenance and/or troubleshooting. It is your child's responsibility to backup all personal content stored on the mobile device.
15. **Compliance with Copyrights.** In using the mobile device, your child must follow the United States Copyright Act governing use of copyrighted material and applicable copyright law.
16. **iPad or other Apple Device software.** Installation of software (apps) on an Apple device might require the use of an Apple ID. Apple allows for school managed Apple IDs currently. If there is a need for an Apple ID on a device, the Apple ID will be assigned by the district to the student. This Apple ID is limited in nature and managed by the district. Apps that have been purchased by the district for student use are associated with the district account and cannot be transferred to other Apple IDs.
17. **No Expectation of Privacy.** There is no expectation of privacy for any communication made using the mobile device or for any content created or stored on the device. The district reserves the right to inspect the mobile device and its contents at any time and for any reason.
18. **Returning the Mobile Device.** Unless instructed otherwise, the mobile device (and any related accessories) must be returned to the district by the last day of the current school year. If your child withdraws from the district, you must return the mobile device prior to

your child's last day of attendance. The device and accessories must be returned in operable condition, with all parts intact. If your child fails to return the mobile device and any related accessories as directed, the district may, in addition to seeking reimbursement from you, file a theft report with the appropriate law enforcement agency.

19. **Mobile Device Data as Records.** Data saved to the mobile device are not maintained by the district as public records or as student records. However, in the event data on a mobile device needs to be maintained by the district for any reason, the district will take affirmative steps to preserve it.
20. **Parents' Responsibility for Child's Compliance.** You agree to monitor and supervise your child's use of the mobile device outside of school and to make every effort to ensure your child's compliance with the obligations and responsibilities described in this agreement and in all applicable board policies related to their use of the mobile device.

CARING FOR THE MOBILE DEVICE

The mobile device assigned to your child remains the property of the district and must be cared for in accordance with this agreement. In addition to the manufacturer's instructions included with the mobile device, if any, your child must care for the mobile device as follows:

- a. The case provided may not be removed, replaced, or modified under any circumstances. This includes screen protectors.
- b. Only use a clean, soft cloth to clean the device's screen; don't use cleansers of any type except those provided in your classrooms.
- c. Insert and remove cords and cables carefully to prevent damage to connectors. Do not put strain on charging cables especially while the mobile device is in use during charging. Strain on charging cables can result in damage to the cable as well as the mobile device's charging port.
- d. Do not write or draw on, apply stickers or labels to, or otherwise mark up or deface the mobile device. You may personalize the mobile device by setting the digital wallpaper or background.
- e. Handle the device carefully. Screens can crack not only when dropped, but also when twisted or subjected to pressure from stepping or leaning on them. Do not place the mobile device in over-loaded backpacks as this can damage the device. If the mobile device is in a backpack, take care to ensure that the backpack is not in an environment where it could be dropped or have force otherwise applied to it that could damage the mobile device. A backpack does not provide protection to the mobile device. Don't stack other objects (books, binders, etc.) on top of the mobile device.
- f. Don't leave the mobile device in places of extreme temperature, humidity, or limited ventilation (i.e., in a car) for an extended period of time.
- g. Keep food and beverages away from the mobile device.
- h. Make sure the mobile device is secure when it is out of your child's sight. Don't leave it in an unlocked locker, a desk, unlocked car, or other location where someone might take it. If the mobile device has been taken to a school athletic or academic event, please follow the directions of your sponsor on where to leave your iPad for safest keeping.
- i. Don't "jailbreak" or otherwise disrupt the configuration of the mobile device. ("Jailbreaking" is the act of replacing the manufacturer's operating system with custom software, allowing the user to circumvent the manufacturer's security and licensing restrictions. The act of jailbreaking a mobile device voids the manufacturer's warranty and is a violation of this agreement. Removal of any district-installed configuration is prohibited and will be considered a violation of this agreement.)