

## Student Mobile Device Agreement Cincinnati Public Schools 2017-2018 School Year

All students will digitally sign a grade-appropriate version of this Mobile Device Agreement (MDA) and the Acceptable Use Policy through a link provided in Schoology.

**Parents, please read this document so that you are familiar with CPS' policy.**

### **Student/Parent Financial Liability for Damaged or Lost/Stolen Devices**

CPS students are expected to use all school resources in a considerate and appropriate manner at all times. Per CPS Board Policy, damage caused by a student's failure to handle any mobile device in the appropriate manner may result in financial liability.

Students are required to maintain all CPS-owned mobile devices in a secure and safe manner at all times. Parent/guardian(s) acknowledge and understand that any damage that occurs to a mobile device due to a **student's failure to reasonably and adequately secure and maintain the device** may result in financial accountability and/or disciplinary action in accordance with the CPS Code of Conduct. Failure to reasonably and adequately secure and maintain a mobile device includes, but is not limited to, the following:

#### **Horseplay:**

- Damage to the mobile device as a result of student-horseplay may result in financial liability. Horseplay includes rough, boisterous, or rowdy behavior. For example, knocking over a mobile device while roughhousing.

#### **Spills (Food/Drink):**

- Students should refrain from eating and/or drinking near the mobile device. Damage caused by spilling any liquid, food, or other substance on the mobile device may result in financial liability.

#### **Screen Care:**

- Financial liability may result from damage occurring due to the student's failure to take special care to avoid damage to the mobile device's screen and/or monitor. Students should avoid the following:
  - o Leaning on top of the mobile device.
  - o Placing anything near the mobile device that could put pressure on the screen/monitor.
  - o Placing anything in a backpack that may press against the screen/monitor.
  - o Poking and/or closing the screen/monitor on an object. For example, pens, pencils, calculators, paper clips, etc.

#### **Theft or Loss:**

- Under no circumstances should a CPS-owned and issued mobile device be stored or left in an unsupervised or otherwise unsecure area. For example, in the cafeteria, unlocked classrooms, library, locker rooms, hallways, bathrooms, etc. Theft or loss of a mobile device that results from the student's **failure to take reasonable security precautions** may result in financial liability.

In the event that damage occurs to a mobile device for any of the aforementioned reasons, or for any other reason that may constitute a student's **failure to reasonably and adequately maintain and secure a mobile device**, CPS' Information Technology Management (ITM) Department, Device Management will arrange financial recovery on behalf of CPS. ITM will determine the cost of repair or replacement of the mobile device and an invoice detailing this information will be prepared and presented to the parent/guardian.

	<b>Broken Screen</b>	<b>Broken Keyboard</b>	<b>Replacement Device</b>	<b>Other</b>
HP Netbook 215 G1	\$350.00	\$199.00	\$125.00	Will Be Determined
HP Laptop 450 G1	\$267.00	\$48.00	\$400.00	Will Be Determined
Lenovo Yoga	\$350.00	\$85.00	\$550.00	Will Be Determined
Kajeet Mobile Hotspot	n/a	n/a	\$145.00	Will Be Determined
Macbook Pro	\$500.00	\$205.00	\$1199.00	Will Be Determined
Ipad	\$342.00	n/a	\$299.99	Will Be Determined
Laptop charger			\$50.00	

*Fees as of 06-26-17. ITM Device Management will update these Fees annually, or as new devices are introduced. Fees will be reduced after each year of device use to reflect depreciation.*

**Consequences of Inappropriate Use**

The use of any district technology is a privilege and not a right. Students are expected to use their mobile device in accordance with these Policies and Procedures, the district Acceptable Use Policy, and any applicable laws. Failure to use this mobile device in an appropriate manner will result in the following consequences, as determined by the staff and administration of Cincinnati Public Schools:

- Limitation or cancellation of student use or access privileges, including the privilege of taking the mobile device home.
- Appropriate discipline based on Code of Conduct.
- Civil or criminal liability under applicable laws.

## Cincinnati Public Schools Student Mobile Device Agreement Terms and Conditions

Providing mobile devices for instructional use by students is an exciting venture. Certain guidelines are necessary to protect the mobile device and the school network and ensure that this technology serves as an effective instructional tool. Students and their parents/guardians must agree to the following:

<b>Terms and Conditions</b>
The student agrees to follow all Cincinnati Public Schools regulations and policies governing the use of the mobile device as well as all applicable State and Federal laws including copyright and intellectual property law pertaining to software and information.
The mobile device is the property of Cincinnati Public Schools. If a student withdraws from the school prior to the end of the loan period, the mobile device is to be returned to school officials by the student prior to withdrawal.
The student shall not remove or alter any Cincinnati Public Schools identification labels attached to or displayed on the mobile device, nor shall the student change identification within the mobile device, such as the mobile device name.
The student agrees to handle the mobile device carefully and protect it from potential sources of damage.
The student agrees to take care to keep the mobile device secure and safe. Parent/guardian(s) acknowledge and understand that any damage that occurs to a mobile device due to a student's failure to reasonably and adequately secure and maintain the device may result in financial accountability and/or disciplinary action in accordance with the CPS Code of Conduct. Failure to reasonably and adequately secure and maintain a mobile device includes, but is not limited to, the following: <ul style="list-style-type: none"><li>• Damage caused by a result of horseplay in the vicinity of the mobile device.</li><li>• Damage caused by the spilling of liquid or food on the mobile device.</li><li>• Damage caused by closing the monitor on an object (e.g. pen, pencil, calculator, paper clip, etc.).</li><li>• Theft of the mobile device resulting from inadequate security precautions.</li></ul> Fees will be assessed according to the table on page 1 of this agreement.
The student must report theft (or suspected theft) of the mobile device, loss of the mobile device, damage to the mobile device, or malfunctioning of the mobile device to school personnel immediately.
Upon request, the student agrees to deliver the mobile device to Cincinnati Public Schools staff for technical inspection or to verify inventory or other information; this may include random screening.
After a mobile device has been assigned to or checked-out by a student, it will remain designated to that student until checked back in. Student agrees not to loan it to other students.
Cincinnati Public Schools is not liable for lost data or time spent on data.
I have read and agree to abide by all Cincinnati Public Schools policies and regulations for the use of equipment including the Acceptable Use Policy Agreement and the Student Mobile Device Agreement. I accept responsibility for damage to or loss of the equipment listed below while in my possession. I will report any damage to hardware or software immediately to designated school personnel and will return equipment promptly when requested by school personnel.

**All students will digitally sign a grade-appropriate version of this Mobile Device Agreement and the Acceptable Use Policy through a link provided in Schoology.**