

HENRY COUNTY SCHOOLS



LEARNING DEVICE PROGRAM GUIDE

OVERVIEW

Henry County Schools (HCS) is committed to ensuring success for each student and creating student agency through personalized learning opportunities is an essential part of that vision. The EmpowerHCS program is designed to support and enable this vision by providing the resources and support necessary for student and teacher success. As a component of this support, students will receive learning devices and access to a digital learning environment. We believe these tools will serve as another powerful learning resource in support of authentic learning experiences, 21st Century skills development, learner profiles, and opportunities for students to demonstrate mastery of core Henry County Teaching and Learning Standards.

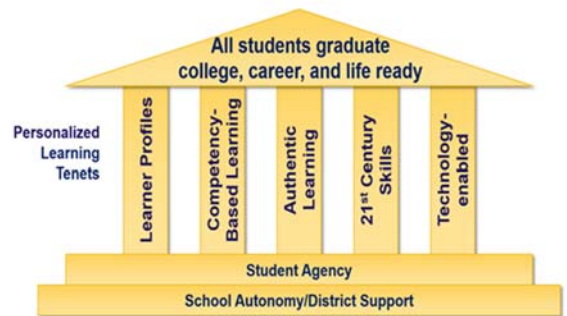
This program guide provides the necessary guidelines for students to use digital learning devices as a powerful educational tool. Before issuing learning devices, parents/guardians and students are required to review and agree to these program guidelines:

- 🔊 HCS Student and Parent Handbook
- 🔊 HCS Acceptable Use Policy (AUP)
- 🔊 EmpowerHCS Learning Device Guide
- 🔊 EmpowerHCS Digital Citizenship Pledge

GOALS

The EmpowerHCS Learning Device Program seeks to support personalized learning by focusing on achieving the following goals for our learners and community:

- 🔊 Increase access to anywhere, anytime learning opportunities for all students
- 🔊 Cultivate student agency by sparking student curiosity, imagination and innovation
- 🔊 Improve student use and acquisition of 21st Century and Digital Citizenship Skills
- 🔊 Promote student mastery of Henry County Teaching and Learning Standards
- 🔊 Transform instructional practices through the use of appropriate technology to enhance learning
- 🔊 Elevate academic rigor, student engagement, and authentic learning experiences across all subject areas
- 🔊 Leverage high quality digital resources, such as, textbooks, scholarly sources, content rich media, and applications that are aligned to HCS Teaching and Learning Standards
- 🔊 Provide a safe and positive digital learning environment for all students



DEVICE LOAN PROGRAM

Device Type

The district selected the HP Google Chromebook (sometimes referred to as “the device” or “HP Chromebook”). This device runs the Google Chrome Operating System. It is a touch screen with built-in speakers, USB ports, HDMI and a SD/multi-card slot. This device primarily operates while connected to the Internet and most applications and documents are stored in the Google cloud storage

system. The cloud storage system refers to an Internet based storage system that houses applications, documents, software, and services that run on the Internet instead of the individual computer. The HP Google Chromebook allows users offline ability to access, edit, and save items on Google Drive. All devices come with preloaded educational applications, resources, and security features managed by the District through the Google Console. In addition, the District will provide a limited Accidental Damage Protection plan (ADP) to protect the device against most accidental drops, spills, bumps, and structural failures incurred under normal operating conditions or handling. The ADP excludes improper use/mal-intent/intentional damage. In general terms, damage to a device as a result of obvious intentional abuse by a user, a device that has been submerged in liquid (rendering it unrepairable), a crushed device (rendering it unrepairable), or a device otherwise damaged as a result of use outside the district's Acceptable Use Policy would be excluded from ADP coverage. The ADP does not cover replacement of a lost device and/or accessories. Parents/guardians may be charged for damages to their student's device, not covered by the ADP as set forth herein. Parents/guardians may purchase optional coverage from HCS to cover the replacement costs associated with the student's assigned device in the event of catastrophic loss due to fire or acts of nature, theft, and damages not covered by the limited Accidental Damage Protection plan (ADP). *More information regarding this coverage may be found on page four (4).*

Device Assignment

Students in grades 3rd through 12th will be assigned a HP Chromebook, an always-on protective carrying case, and a power adapter for use.

HP CHROMEBOOKS DISTRIBUTION & COLLECTION

- 🔊 Students in grades 3rd – 12th will be issued a designated HP Chromebook and accessories (power supply and always-on case) for their sole use. Students should not “share” their HP Chromebook with other students and/or family members for personal use. Students are expected to transport their fully charged device to and from school each day.
- 🔊 Each Chromebook will be laser-etched, tagged, barcoded and entered into an asset management system. Students may not tamper with and/or remove asset management labeling.
- 🔊 HCS configures each device such that it may be accessed only by entering a username and password issued by HCS. Non-HCS usernames will not work on these devices. Manipulation of a device's security and/or restricted username process is a violation of the HCS Acceptable Use Policy for Electronic Resources and may result in termination of a student's eligibility for the student learning device program.
- 🔊 All students will complete a school-customized, Digital Citizenship course to ensure that they engage in positive, safe, legal, and ethical online behavior while participating in the student learning device program.
- 🔊 Students may not affix any type of adhesive labels and/or stickers on the device nor its associated accessories. In addition, students may not write, draw, and/or mark on the device nor its associated accessories.
- 🔊 The device and its associated accessories, HCS-issued email account, and cloud storage are the property of the District and as a result may be subject to inspection by HCS at any time. *Students and their parents/guardians should have no expectation of privacy of content found on HCS-owned HP Chromebooks, nor the HCS supported email and cloud storage services.*
- 🔊 The device and its associated accessories must be returned no later than the last day of school or earlier if required by the terms of agreement set forth herein so that all components may be refreshed and serviced.



- ④ The device and its associated accessories must be returned to the District, when requested, in satisfactory condition. Devices and its associated accessories are in satisfactory condition if they show no signs of intentional, extensive damage or misuse of the exterior physical devices, the internal compartments and hardware, and all HCS installed programs, applications, security settings, and programs are unchanged and operational.
- ④ The device and its associated accessories are subject to inspection prior to collection. If damage is detected, the student's account may be fined as outlined in this guide.
- ④ The HP Chromebook and its accessories must be returned immediately when students transfer (including in-district), withdraw, are expelled, or terminate enrollment for any reason. If students withdraw (including in-district), are expelled, or terminate enrollment for any reason, all stored data on their HCS provided cloud-based storage accounts and their assigned devices will be deleted.

TERMS AND CONDITIONS

Condition of Use

As a condition of using the device and its associated accessories, the student agrees to use the device to create, access, and/or share digital content intended for educational purposes only. Students agree to reasonably and appropriately use the device such as not to cause intentional and/or extensive damage to the device, its software, applications, its operating system, the school's network, or its associated accessories.

Title

Legal title to the device and its accessories belongs to the District. Students and their parents/guardians understand and agree that students are granted permission by HCS to possess and use the device and its accessories which are limited to and contingent upon full and complete compliance with the HCS Student and Parent Handbook and the HCS Acceptable Use Policy (AUP). Students and their parents/guardians understand that students have no expectation nor right to privacy for any student information or content contained in the device or stored in the cloud-based storage system by the student. HCS may at any time access and inspect all student activity, documents, emails, applications, and downloaded software whether online or stored on the device.

Terms of Use

Students must comply at all times with the HCS Student and Parent Handbook, HCS Acceptable Use Policy (AUP), and the EmpowerHCS Learning Device Program Guide. Any failure to comply with the policies and procedures of HCS and/or violation of the Learning Device Guide may result in the termination of a student's possession of the issued device and associated accessories, and the device and associated

FINES

- ❖ HCS will periodically inspect all devices and accessories for damage. The district-funded Accidental Damage Protection (ADP) plan will cover most accidental drops, spills, bumps, and structural failures incurred under normal operating conditions or handling. However, in the case of damage caused either intentionally, due to negligence, or the device is extensively damaged, the District will charge the student's account a flat-rate repair fee or the replacement cost not to exceed the current replacement value cost of the device.
- ❖ The District-funded Accidental Damage Protection Plan does not cover theft/loss of device nor its accessories. Parents/Guardians are fully responsible for replacement costs associated with the lost and/or stolen HP Chromebook and/or any of the accessories. The current replacement costs including shipping and handling are as follows: HP Chromebook, \$240; Authentic HP Power adapter, \$20; and Always-on Carrying Case, \$16. These costs do not include the cost of the District-funded ADP plan.
- ❖ A replacement device including any of its associated accessories may not be issued until all outstanding fines for a previously issued device are paid. All fees for lost, stolen, and/or charges for non-ADP covered repairs must be paid by the end of the school year. Georgia law provides that grade reports, diplomas, or certificates of progress may be withheld for failure to pay for lost or damaged textbooks, student learning device, or other instructional materials for which the parents/guardians are responsible.
- ❖ If a student fails to return the HP Chromebook and/or its accessories and the student/parent/guardian fails to pay the full replacement cost of the unreturned items, a theft report may be filed with the local law enforcement authority.

accessories must be immediately returned to the designated school personnel.

Term of Agreement

Students and their parents/guardians agree that the student must return the device and its associated accessories to the designated school personnel at the issuing school no later than the last day of the school year in which the device and accessories were assigned and given to the student. The student and their parents/guardians understand and agree the student must immediately return the device and its associated accessories if: the student transfers to a school that differs from the school that issued the assigned device and accessories; the student withdraws from HCS; the student is expelled from HCS; the parents/guardians or student terminates enrollment in HCS for any reason; or HCS unilaterally terminates the student's permission to possess the device and the associated accessories at the District's sole discretion and authority. The student and their parents/guardians agree that HCS may terminate a student's eligibility for the student learning device program due to the student's failure to comply with the terms of use or for any reason at the sole discretion of HCS. Failure to return the device and associated accessories to the designated school personnel at the issuing school in a timely manner and/or continued use of the device and associated accessories for non-educational purposes may be considered theft, and the parents/guardians will be responsible for indemnifying HCS for the cost to replace the device and the associated accessories.

Notice of Waiver to Transport Device Home

Unless the parent/guardian requests otherwise, students in grades 3rd through 12th must transport their assigned Chromebook to and from school. If the parent/guardian wishes to waive the opportunity to transport the Chromebook to and from school, notification must be filed, in writing, within 30 days of the beginning of the school year or the date of enrollment. Regardless of parental consent or notification, to ensure an equitable learning experience, all students are required to use student learning devices to access, create, and share educational content at school.

REPORTING LOSS, THEFT, AND DAMAGE

Students must immediately report any lost, stolen, or damaged device and/or its associated accessories to the designated school personnel. For stolen devices, parents/guardians must also immediately file a police report. Devices may sometimes be tracked through the Google Console; however, in the event that the device and associated accessories are not recoverable and/or sustains damage not covered by the ADP, students' parents/guardians are responsible for the replacement cost of the device and its accessories. A student may also be subject to discipline as set forth in the HCS Student and Parent Handbook, and lose the opportunity to participate in the learning device program if it is discovered that the student intentionally damaged the device and/or its accessories or allowed another person to take possession of the device without approval from HCS.

OPTIONAL TECHNOLOGY PROTECTION PLAN

- As a service to parents/guardians, an **optional** technology protection plan may be purchased at a nominal cost of **\$10 per student and no more than \$70 per household**. This fee covers the replacement costs associated with the student's assigned device in the event of catastrophic loss due to fire or acts of nature, theft, and damages not covered by the Always Learning Maintenance Program. This plan must be purchased within the first month of enrollment by logging onto www.MySchoolBucks.com. **Special Note:** *This plan is reduced to \$5 per student for those students who receive free lunch or reduced lunch.*
- The HCS Technology Protection Plan only covers the Chromebook device. This plan does not cover damaged, lost and/or stolen power adapters and always-on cases. More specifically, it covers one claim for the replacement cost and one claim for the repair cost associated with the HP Chromebook. All subsequent claims will be charged the full rate as detailed in the caption box below.



TECHNOLOGY PROTECTION PLAN CLAIMS

- 1) Parents/guardians will not be responsible for replacement costs associated with a catastrophic loss of the device due to fire and/or an act of nature or the theft of the device for the first claim. Any subsequent claims will be charged the full replacement value of the device. All claims for device replacement must be accompanied by an official law enforcement report within ten business days of the theft. The current replacement cost of the HP Chromebook is \$240.00 without case and \$256.00 including the case. **Special Note:** Replacement Chromebooks come with new power adapters. ***This protection plan does not cover lost HP Chromebooks.***
- 2) Parents/guardians will not be responsible for repair costs associated with non-ADP covered damages and devices considered beyond economic repair caused by negligence to the HP Chromebook for the first claim. Any subsequent device repair claims will be charged the full flat-rate repair cost of \$135.00 or the replacement cost of the device.

NOTE: *The approximate retail replacement cost including services, shipping, and handling of the HP Chromebook, power adapter and carrying case are as follows: HP Chromebook with case, \$256; HP Chromebook, \$240; Authentic HP Power adapter, \$20; Always-on Belkin Carrying Case, \$16; and Lexicon Always Learning Repairs, \$135.*

REPLACEMENT OF MISSING ACCESSORIES (Power Adapters and Always-on Cases)

The HCS technology protection plan does not cover damaged, lost and/or stolen power adapters and always-on cases. Replacements for these items may be purchased on My School Bucks. The power adapter is \$20 and the always-on case is \$16. All sales are final. Replacement items purchased on My Schools Bucks will be shipped to the appropriate schools within seven to 10 business days. Students and parents may make these replacement purchases as needed without notifying the school technician and/or Instructional Technology Paraprofessionals. **Note:** *All purchased replacement accessories are the legal property of Henry County Schools.*

DEVICE GUIDELINES AND EXPECTATIONS

OVERVIEW

This section outlines district-level expectations and guidelines to establish an awareness of the responsibilities students accept when they use a HCS devices and associated digital resources/tools.

All technology use must:

- 🔊 Support learning and teaching
- 🔊 Follow the Digital Citizenship Pledge
- 🔊 Adhere to the Acceptable Use Policy
- 🔊 Prepare students for college, career, and life readiness
- 🔊 Follow the HCS Student Code of Conduct and all local, state, and federal laws

DIGITAL CITIZENSHIP PLEDGE

Students are asked to follow the **Common Sense Media**, Digital Citizenship Pledge while using their assigned devices. This pledge encourages students to:

- *Protect Private Information for myself and others*
- *Respect Myself and Others in online communities*
- *Stay Safe Online by listening to my gut feelings*
- *Stand Up to Cyberbullying when I see it happening*
- *Balance the Time I spend using media and doing other online activities*
- *Give Proper Credit when I use others' work*

SECURITY/PRIVACY



Expectations

In today's digital society, it is imperative that students protect their digital footprint. A digital footprint is the record or trail left by the student's online activities, such as, their social media activity, personal blogs and/or websites, browsing history, cloud storage, email accounts, photo galleries, and uploaded videos. Essentially, their digital footprint is anything on the Internet with their name on it. HCS strongly encourages students to follow Internet safety guidelines and to protect their digital footprint at all times.

Guidelines

- 🔒 Do not share logins or passwords. (Exception: Students should share passwords with parents or guardians.)
- 🔒 Do not bypass the school web filters and security settings.
- 🔒 Do not share or post any personally identifiable information about themselves or others that could help someone locate or contact them. This includes such things as e-mail address, full name, home or school address, phone number, parent or guardian names, or school name.
- 🔒 Do not use or develop programs and/or content to harass others, hack, or change others' files.

DIGITAL CONTENT



Expectations

Students may create, access, and/or share digital content intended for educational purposes as a part of a lesson or learning opportunity only. Students are strongly encouraged to store all digital content within the District's approved Google Drive and/or Office 365 as directed by their teachers. The HCS Technology Department manages and supports both Google Drive and Office 365 in compliance with all state and federal laws.

Guidelines

- 🔒 Digital content must be school and age appropriate.
- 🔒 Students may not utilize the device to access, create, and/or share inappropriate content/materials. Inappropriate content may include, but is not limited to, explicit or implicit references such as the following:
 - Alcohol, tobacco, or drugs
 - Gangs
 - Obscene language or nudity
 - Bullying or harassment
 - Discriminatory or prejudicial behavior
 - Violent or any other criminal behavior
- 🔒 Students must immediately inform a teacher, other adult staff member, and/or parents/guardians if they receive an electronic comment, communication, or image that the student believes to be inappropriate.

AUDIOVISUAL RECORDINGS



Expectations

Students may create, produce, and/or share multimedia content intended for educational purposes as a part of a lesson or learning opportunity.

Guidelines

- 🔊 All audiovisual recordings and pictures created, produced, and shared on HCS devices and/or network are subject to district policies as well as local, state, and federal laws.
- 🔊 Do not photograph, record video, or create an audio or video recording of another person without that person's knowledge or permission.
- 🔊 Do not email, post to the Internet, or electronically send images, video, or audio of other individuals without their written permission.
- 🔊 Audiovisual recordings and photography are strictly prohibited in locker rooms, restrooms, and areas considered private.
- 🔊 Do not use the camera or microphones to embarrass, bully, or harass anyone in any way.

LISTENING TO MUSIC & WATCHING VIDEOS



Expectations

Students may listen to music and/or watch videos intended for educational purposes as a part of a lesson or learning opportunity.

Guidelines

- 🔊 Do not stream music, videos, and/or movies while at school without permission from school personnel.
- 🔊 Music, videos, and/or movies must adhere to the HCS Student Code of Conduct and HCS Acceptable Use Policy.
- 🔊 Mute sound at all times unless otherwise directed by the teacher.
- 🔊 Use earbuds or earphones at an appropriate adjusted volume to listen to assignments during this school day.

GAMING AND APPS



Expectations

Students may play District approved games and applications intended for educational purposes as a part of a lesson or learning opportunity.

Guidelines

- ⦿ Only software applications that are District approved may be downloaded on the device. The District will use the Google Console to manage applications and games.
- ⦿ Games and apps must adhere to the HCS Student Code of Conduct and HCS Acceptable Use Policy.
- ⦿ The content of the game must be school and age appropriate.
- ⦿ Teachers or administrators must give students permission to play online games and apps during school.
- ⦿ The game is in support of education.

DEVICE CARE AND KEEPING



Expectations

Students are responsible for the general care of the device and its associated accessories. Students are responsible for all activities conducted while using their assigned device or whenever their assigned school login is used to access and use any other device regardless of the location in which the use and online activity took place.

Chromebooks that are damaged or fail to work properly must be immediately reported to the school's designated staff member for evaluation and repair.

Guidelines

Care of Device at School:

- ⦿ Bring the device fully charged to school each day.
- ⦿ Keep the device in its always-on protective case at all times.
- ⦿ Swipe the keyboard to remove debris before closing the lid. Note: Objects, such as earbuds, left on the keyboard may scratch and potentially break the screen.
- ⦿ Lock the screen on the device before walking away or changing classes.
- ⦿ Never pile things on top of the device or place the device in the bottom of a locker.

Traveling To and From School:

- ⦿ Do not leave the device in a vehicle, especially on the seats.
- ⦿ Students should never attempt to engage with someone who is threatening to steal their device. Students should immediately report the theft to a school official and their parents/guardians.

Care of Device at Home:

- ⦿ Charge the device fully each night. Note: The power adapter should remain at the student's home.
- ⦿ Protect the device from extreme heat or cold, food and drinks, small children, and pets.

TECHNICAL SUPPORT



HCS is committed to minimizing learning disruptions caused by technology-related issues due to device failure. To assist with this, HCS is providing loaner devices. In most cases, the loaner devices will be an exact replacement and students will have immediate access to any content saved on their District issued email, Google Drive, or Office 365 accounts.

For student device repair or technical assistance, refer to the following:

- 🔊 A device requiring maintenance will be brought to the Media Center and/or other area designated by the principal.
- 🔊 Once students report a technology issue, a designated school personnel will complete the Technology Repair Ticket detailing the problem(s) with the device. The Instructional Technology Paraprofessional (ITP) or other designated personnel will review the request and enter the appropriate repair ticket into the automated repair ticketing system. The ITP will assign a loaner device to the student. The loaner device's asset tag information will be entered in the inventory management system.
- 🔊 All efforts will be made to return the assigned device to the student by the end of the school day. However, if the device is sent out for repair, the return of the student's assigned device may take up to two weeks.
- 🔊 Repairs **covered** by the District-funded Always Learning ADP: All damaged devices will be sent for immediate repair to the ADP provider. If the damage is covered by the HCS-ADP, it will be repaired and returned to the school. The ITP will send a pass to the students' homeroom teachers so that the student may pick up the device. Students will return their loaner device to the school's designated personnel and be reissued his/her assigned device.
- 🔊 Repairs **not covered** by the District-funded Always Learning ADP: If the ADP provider declines coverage of the repair, the device may be repaired at an additional cost. Any damages not covered by the HCS-provided ADP or caused intentionally or due to negligence will be reported to the building level administrator. Notification of the damages to the device not covered by the HCS-provided ADP will be provided to the student's parents/guardians in writing. Costs associated with the repair will be dependent upon whether or not the student purchased technology protection plan through My School Bucks Store. A repair invoice will be generated and sent to the parents/guardians. The student may be subject to disciplinary action for damaged devices.
- 🔊 All repair and loaner device transactions will be documented in the online repair and inventory system.

Special Note: The HCS technology protection plan does not cover damaged, lost and/or stolen power adapters and always-on cases. Replacements for these items may be purchased on My School Bucks (www.myschoolbucks.com). The power adapter is \$20 and the always-on case is \$16. Replacement items purchased on My Schools Bucks will be shipped to the appropriate schools within seven to 10 business days. Students and parents may make these purchases as needed without notifying the school technician and/or Instructional Technology Paraprofessionals.

Attachment 1

OPTIONAL TECHNOLOGY PROTECTION PLAN

All devices are covered by a **limited** Accidental Protection Plan (ADP) to protect against most accidental drops, spills, bumps, and structural failures incurred under normal operating conditions or handling. However, this district-funded plan excludes improper use/mal-intent/intentional damage. In general terms, this includes damage to a device as a result of obvious intentional abuse by a user, a device that has been submerged in liquid (rendering it unrepairable), a crushed device (rendering it unrepairable), or a device otherwise damaged as a result of use outside the district's Acceptable Use Policy. In addition, this plan does not cover replacement of accessories.



OPTIONAL TECHNOLOGY PROTECTION PLAN

- As a service to parents/guardians, an **optional** HCS technology protection plan may be purchased at a nominal cost of **\$10 per student and no more than \$70 per household**. This fee covers the replacement costs associated with the student's assigned device in the event of catastrophic loss due to fire or acts of nature, theft, and damages not covered by the Always Learning Maintenance Program. This plan must be purchased within the first month of enrollment. **Special Note:** *This plan is reduced to \$5 per student for those students who receive free or reduced lunch.*
- The HCS Technology Protection Plan only covers the Chromebook device. This plan does not cover damaged, lost and/or stolen power adapters and always-on cases. More specifically, it covers one claim for the replacement cost and one claim for the repair cost associated with the HP Chromebook. All subsequent claims will be charged the full rate as detailed in the caption box below.

TECHNOLOGY PROTECTION PLAN CLAIMS

- Parents/guardians will not be responsible for replacement costs associated with a catastrophic loss of the device due to fire and/or an act of nature or the theft of the device for the first claim. Any subsequent claims will be charged the full replacement value of the device. All claims for device replacement must be accompanied by an official law enforcement report within ten business days of the theft. The current replacement cost of the HP Chromebook is \$240.00 without case and \$256.00 including the case. **Special Note:** Replacement Chromebooks come with new power adapters. **This protection plan does not cover lost HP Chromebooks.**
- Parents/guardians will not be responsible for repair costs associated with non-ADP covered damages and devices considered beyond economic repair caused by negligence to the HP Chromebook for the first claim. Any subsequent device repair claims will be charged the full flat-rate repair cost of \$135.00 or the replacement cost of the device.

NOTE: The approximate retail replacement cost including shipping and handling of the HP Chromebook, power adapter and carrying case are as follows: HP Chromebook with case, \$256.00; HP Chromebook, \$240; HP Power adapter, \$20; and Always-on Belkin Carrying Case, \$16. Lexicon Always Learning Repair Cost - \$135

DECLINE TECHNOLOGY PROTECTION PLAN

- Parents and guardians accept full financial responsibility for replacement costs associated with a catastrophic loss of the HP Chromebook due to fire and/or an act of nature or the theft of the device in the amount \$256 including the always-on case or \$240 excluding the case.

REPLACING MISSING ADAPTERS AND ALWAYS-ON CASES

Lost and/or stolen power adapters and always-on cases are not covered by the technology protection plan. These items may be purchased on My School Bucks. The power adapter is \$20 and the always-on case is \$16. Replacement items purchased on My Schools Bucks will be shipped to the appropriate schools within seven to 10 business days. Students and parents may make these purchases as needed without notifying the school technician and/or Instructional Technology Paraprofessionals.

PURCHASE OPTIONAL TECHNOLOGY PROTECTION PLAN
Log onto www.myschoolbucks.com and click the Empower HCS Technology Program icon.



QUESTION AND ANSWER – Student Learning Device Rollout

1. What is the purpose of the EmpowerHCS Student Learning Device Program?

The EmpowerHCS program is designed to enable learning by providing the resources and support necessary for student and teacher success. As a component of this support, students receive learning devices and access to a digital learning environment. We believe these tools serve as another powerful learning resource in support of authentic learning experiences, 21st Century skills development, learner profiles, and opportunities for students to demonstrate mastery of core Henry County Teaching and Learning Standards.

2. What type of device will students receive?

Kindergarten through 2nd grade students will have access to Apple iPad class sets in each classroom for school use only and schools will assign students in grades 3rd through 12th a HP Chromebook with an always-on protective carrying case and power adapter.

3. Will students be allowed to bring their learning device home?

Only students in grades 3rd – 12th will be expected to transport their assigned Chromebooks to and from school each day. The class sets of iPads may not leave the school.

4. Will these learning devices replace all textbooks?

Student learning devices are considered teaching and learning resources just like textbooks. They are powerful educational tools when effectively used in the classroom. Teachers are continually leveraging digital resources alongside print and textbooks to support teaching and learning.

5. When will schools begin assigning student learning devices?

The class sets of Apple iPads should be available for school use within the first week of school. Chromebooks will be assigned to students in grades 3rd through 12th within the first term of each school year. Principals will notify parents/guardians of the school's specific distribution date(s).

6. Will there be any cost to parents/guardians for student use of the learning device?

No. There are no associated costs charged to students for the use of these learning devices.

7. What steps must parents take before students can receive their assigned Chromebook?

Step 1: Review the Student/Parent Handbook and the EmpowerHCS Learning Device Program Guide.

Step 2: Sign the Student/Parent Handbook Acknowledgement Form and return it to the school.

Step 3 (optional): If desired, purchase annual Technology Protection Plan by logging onto www.myschoolbucks.com or find more information in the EmpowerHCS Learning Device Program Guide.

8. How will the school track and manage the student learning devices assigned to students?

All devices are laser-etched, tagged, barcoded and entered into an asset management system. In most instances, these devices may be tracked through the platform console. Only HCS-issued usernames and passwords may access the learning devices. Non-HCS accounts, such as, Gmail and/or Apple accounts will not work on these devices.

9. How will teachers monitor the students' online activity?

HCS uses web-filtering tools to minimize the risk of students accessing potentially harmful or inappropriate content. The web filtering tools work both at and away from school. In addition, teachers have access to a classroom management application to help protect, guide, and encourage students while using the learning devices. While at school, teachers can: a) see what students are working on in real time, b.) view every student's current open tab and browsing history, and c.) create custom learning environments to maximize learning and minimize distractions.

In conjunction with digital monitoring tools, teachers will employ classroom management techniques to monitor students' online activity to encourage positive digital behavior, such as, setting expectations, teacher proximity, and providing engaging learning experiences.

10. Are students allowed to bring their own personal computer to school rather than using the school-issued device?

No. Students must use school-issued devices. These devices ensure all students have access to the appropriate instructional resources and web filtering tools that securely protect them.

Attachment 3
2018-19 TECHNOLOGY PLAN COMPARISONS

<u>FEATURES</u>	<u>FREE PLAN</u> Limited Accidental Damage Protection Plan	<u>\$10 PLAN</u> Technology Protection Plan (OPTIONAL)
<i>This plan covers:</i>		
Most Chromebook damage resulting from accidental drops, spills, bumps, and structural failures incurred under normal operating conditions or handling.	INCLUDED Repair Cost – \$0 (Free, unlimited repair)	INCLUDED Repair Cost – \$0 (Free, unlimited repair)
Chromebook damage due to improper use/mal-intent/intentional damage. In general terms, damage to a device as a result of obvious intentional abuse by a user, a device that has been submerged in liquid (rendering it unrepairable), a crushed device (rendering it unrepairable), or a device otherwise damaged as a result of use outside the district’s Acceptable Use Policy would be excluded from ADP coverage.	NOT INCLUDED <i>Repair/Replacement Cost – up to \$256</i> <i>(Repair Cost – \$135;</i> <i>Replacement – Chromebook with case, \$256/</i> <i>Chromebook without case, \$240)</i>	INCLUDED** Repair and/or Replacement cost – \$0 (Repair valued at \$135; Replacement valued up to \$256) (one replacement and one repair annually)
Catastrophic loss of the Chromebook due to fire and/or an act of nature.	NOT INCLUDED <i>Replacement Cost – up to \$256</i> <i>(Chromebook with case, \$256;</i> <i>Chromebook without case, \$240)</i>	INCLUDED** Replacement cost – \$0 (one replacement and one repair annually)
Theft of the Chromebook.	NOT INCLUDED <i>Replacement Cost – up to \$256</i> <i>(Chromebook with case, \$256;</i> <i>Chromebook without case, \$240)</i>	INCLUDED** Replacement cost – \$0 <i>Must present official police report</i> (one replacement and one repair claim annually)
Lost Chromebook.	NOT INCLUDED <i>Replacement Cost – up to \$256</i> <i>(Chromebook with case, \$256;</i> <i>Chromebook without case, \$240)</i>	NOT INCLUDED <i>Replacement Cost – up to \$256</i> <i>(Chromebook with case, \$256;</i> <i>Chromebook without case, \$240)</i>
Damaged, lost, or stolen power adapter and/or carrying case.***	NOT INCLUDED <i>Replacement Cost</i> <i>(\$20 – power adapter; \$16 – case)</i>	NOT INCLUDED <i>Replacement Cost</i> <i>(\$20 – power adapter; \$16 – case)</i>

*This optional plan is reduced to \$5 per student for those students who receive free or reduced lunch pricing.

** Up to one Chromebook replacement and one Chromebook repair claim per year. Lost Chromebooks are not covered.

***Neither plan covers the cost of accessories. Replacement accessories may be purchased at the EmpowerHCS Store by logging into www.MySchoolBucks.com.