

Galena Unified Schools 499
1:1 iPad Initiative
2013-2014

The Galena Unified Schools 499 will begin a 1 to 1 iPad initiative for students grade 9-12 for the 2013-2014 school year. Each student in grades 9-12 will receive an Apple iPad shortly after the beginning of the 2013-2014 school year and will use the same iPad each year until graduation or until the iPad is updated. Students will have possession of the iPad, day and night, weekdays, and weekends through the school year. The iPads will be returned each May and will remain in District through the summer. The District will charge a \$25.00 technology fee for students grades 9-12 each year for the use of the iPad, protective case, associated apps, digital textbooks, and other technology. This fee will be in addition to the existing \$25.00 textbook fee. The technology fee will be waived for students that qualify for free lunch status. Students that qualify for reduced lunch status must pay the full \$25.00 technology fee.

As a District, we are excited about the 1:1 initiative and look forward to the changes we will see in teaching and learning. The increased access to technology also includes an increase in student responsibility. Listed below are general rules, guidelines, and information in regards to the deployment of the District iPads.

Receiving/Returning your iPad

- All Galena Unified Schools 499 students grades 9-12 will check out an iPad at the beginning of the school year. (Specific dates to be determined)
- Parents/guardians and the student will be required to attend a short iPad orientation. (Specific dates to be determined)
- All iPads will be returned in satisfactory condition to the District in May. (Specific dates to be determined) The student will be responsible for any damage that occurs to the device during the checkout period.
- The student will receive the same device each year until the device reaches the end of its life.
- If a student fails to return the iPad at the end of the school year or upon termination of enrollment at GHS, that student will be subject to criminal prosecution or civil liability. The student will also pay the replacement cost of the iPad. Failure to return the iPad will result in a theft report being filed with the Galena Police Department.
- All students older than 13 must have a personal iTunes account that is associated with a personal e-mail account. The District will provide a school e-mail address, but this address cannot be used to establish an iTunes account. Google and Yahoo provide free e-mail, and the student can sign up for a free iTunes account.

Care and Maintenance of iPad

- The student is ultimately responsible for the care and maintenance of the iPad that they receive. The iPad should be returned in the same condition as it is received.
- Do not place any stickers, marks, etchings, etc. on the iPad, specifically the screen.
- The District will provide a suitable case for the iPad that will protect the corners, back and screen of the iPad. Although the case will aid in protecting the device, it is important that the student pay close attention to care of the device, while transporting it, using it and storing it.
- As a District we will deploy the student iPads grades 9-12 following a personal ownership model. This model requires the student to have their own personal iTunes account for downloading District paid and free apps. As a student you will be responsible for downloading all apps, District paid and free, as well as any app or system updates. It will be the students responsible to ensure that an appropriate amount of free storage space is available for school apps and that all iOS systems are current.
- The majority of damage to the iPads will be screen related. The screen is glass and will break. Please handle appropriately and treat it as you would treat any other object made of glass.

School Expectations

- The student will be responsible for bringing the iPad in working order, fully charged to class each day. A loaner iPad will not be provided for students who simply forgot their iPad. The student will be responsible for completing their work as if the iPad was present if they fail to bring the iPad to class.
- If an iPad is in for repair, depending on the cause of the damage, a loaner will be provided by the school until the device has been repaired.
- Screen locks for student iPads are not encouraged. In the event that a device is locked and the owner is not able to unlock it, the iPad will be restored back to factory defaults. The District will not be liable for any student work that is lost during the restore process.
- The primary use of the iPad is for educational purposes. Any apps, programs, music, graphics, etc. that are not deemed school appropriate will be removed from the device. Personal data, music, pictures, etc. will be permitted on the device as long as they are not interfering with other school related work. In the event of conflict, personal information will be removed from the device in order to accommodate school requirements.
- The Galena Unified School District will not provide printing access for the iPads. In the future, the District may consider expanding printing capabilities.
- All internet access provided by the Galena Unified School District will be filter for objectionable content. The iPad will be able to connect to the internet off campus. The District will not be responsible for internet access, filtered or not, while the device is off campus.

- Teacher expectations for student iPad use will vary from classroom to classroom. The student shall respect the teacher's expectations in regards to iPad use.

Personal Data, Files, Information

- The Galena Unified School District will not be responsible for backing up any individual student information that is on the student iPad.
- Students are encouraged to take advantage of the iCloud storage and backup feature that is available on the iPad.
- All apps, District paid or free, will become property of the student upon installation. The personal model of deployment requires the District to "gift" ownership of the paid apps. The student will maintain ownership of the app, even post graduation. In the event of damage to the student iPad, the apps can be restored via iTunes.
- The student is ultimately responsible for personal data, files, and information.

Mobile Device Management

- All student iPads will be enrolled in a mobile device management system prior to deployment. This system will allow the District to inventory and manage each device. The MDM will allow the District to enable and disable certain features on the iPad. Specific MDM profiles will be installed on the iPad prior to deployment. These profiles must remain on the iPad. If a student removes the iPad they will be subject to appropriate consequences.

Student Acceptable Use

- All students who receive an iPad will be required to sign and conform to the District's Student 9-12 Acceptable Use Policy.

Damage, Repair, Missing and Stolen

- The student is ultimately responsible for the device that is checked out to them.
- If an iPad is damaged the student should immediately contact the Technology Department for evaluation.
- If an iPad is damaged the student will be responsible for the fees associated with repair. Detailed repair records will be kept for each device. The fees for repair will be based on the following incident schedule:

- 1st incident: \$50.00
- 2nd incident: \$100.00
- 3rd incident: Full repair cost

Student usage will be closely examined after the 2nd incident, which may result in temporary loss of access. The student will not be able to take the iPad home until all repair fees have been paid.

- Students/Parents will be held responsible for ALL (full payment) intentional damage to iPads including, but not limited to: broken screens, cracked plastic pieces, inoperability, etc. Should the cost to repair exceed the cost of purchasing a new device, the student will pay for full replacement value. Lost items such as chargers and cables will be charged the actual replacement cost.
- In the event of theft, vandalism and other criminal acts, a police report MUST be filed by the student or parent within 24 hours of the incident. Without a police report, the student will be held liable for repair/replacement costs.

In the event that these rules and guidelines are not followed the student will be subject to disciplinary action by the District Administration. Disciplinary actions will be addressed using the Student Discipline Grid located in the GHS Student Handbook.

I have read and understand the rules, guidelines and expectation as outlined in this document. By signing below I agree to these terms and conditions.

Student Printed Name: _____ Grade: _____

Student Signature: _____ Date: _____

Parent/Guardian Printed Name: _____

Parent/Guardian Signature: _____