



THE JOSEPH SEARS SCHOOL

Office of the Superintendent / Chief School Business Official

542 Abbotsford Road • Kenilworth, IL 60043 • 847.256.5006 • kenilworth38.org

Dear Sears Junior High Parents and Students,

As part of our District's 1:1 iPad initiative, students in grades six through eight will receive a District-issued iPad. Devices are expected to travel to and from school with the student. The iPad is sent home so students can continue their learning outside of school. Devices are collected at the end of each school year for review, updates, and then returned to students at the start of the following school year. Students are required to use only the device that they are issued. Student-owned devices (BYOD) are not allowed during the 2017-18 school year. We appreciate your compliance.

We ask parents to partner with us in reasonably monitoring students' activity and access when using a District device outside of the District. When the devices are at school, our security filters and teachers monitor students. When the devices are outside of school, students will have the same guidelines or systems that you have established for other devices you already own. Here is a [link to resources](#) you may find helpful. The guidelines listed in this document are intended to protect our students, create shared understandings, and provide positive learning experiences in and out of school.

Kenilworth School District No. 38 1:1 iPad initiative:

- Allows students to participate as global citizens.
- Provides unlimited opportunities for real-world learning.
- Fosters creativity, collaboration, communication and critical thinking.
- Facilitates personalized learning through ownership, choice and reflection.
- Allows for immediate and strategic feedback.
- Prepares students to transition to high school.

Please carefully review then sign the 1:1 device usage and agreement contract. You may direct any questions to our technology department at searstechteam@kenilworth38.org.

Sincerely,

Dr. Crystal LeRoy

Superintendent/Chief School Business Official

Mrs. Kendra Wallace

Principal



Kenilworth School District No. 38

1:1 Device Usage and Agreement Contract

Presented: 4/17/17

Adopted: 4/17/17

Agreement

Technology & Security Agreement

KENILWORTH SCHOOL DISTRICT NO. 38 TECHNOLOGY & SECURITY AGREEMENT—DISTRICT-ISSUED DEVICE

Description of technology devices to be issued by the district:

iPad Air and Power Adapter with Protective Case

Kenilworth School District No. 38 is providing a district-owned technology device and related resources. In order to receive the device and resources, one parent/guardian must indicate their understanding and agreement to the terms of this form by signed hardcopy. (Return signed hard copy agreements to The Joseph Sears School Library Technology Center).

The following terms govern the use of the technology district-owned device issued from the District and identified on this form:

Ownership and Care of Device

1. **Ownership.** The district retains ownership of the device. The device/equipment must be turned over to district staff upon request for content inspection, maintenance, or other administrative or support actions. All students must provide access and passcodes to the device upon request by any district staff member.
2. **Student Expectations.** When a student takes a device home, they are expected to bring the device back for the next school day. The device must be fully charged, in the provided case, and ready to use when they arrive at school.
3. **Home Use.** The student is expected to take the device home at the end of the school day. Students are required to turn in their assigned device prior to the last day of school and will be re-issued the same device upon the start of the following school year.
4. **Reasonable Care.** It is the responsibility of the student and his/her parent(s)/guardian(s) to exercise reasonable care over the device at all times. This includes, but is not limited to, keeping the device within the provided case at all times, securing the device in a safe location, and otherwise taking reasonable steps to protect the device from damage and theft.
5. **Technology Replacement Fee.** If a device needs repair, the student will notify the appropriate district staff member, who will facilitate the repair. The parent / guardian will be responsible for the repair fees listed below. Students who incur more than three repairs during their enrollment will be charged the full amount of the repair (rather than the deductible fee only).

Occurrence 1: **\$50**

Occurrence 2: **\$75**

Occurrence 3: **\$100**

Full replacement fees are charged for malicious damage as determined by the district or if the iPad is lost during a student's enrollment at Kenilworth 38.

If the iPad is stolen, the district requires a police report be filed and a copy of the report be submitted before a replacement device is issued. The device may contain tracking and/or monitoring software to locate the device in case of theft. For safety reasons, parents or students should **never** attempt to recover a stolen device on their own.

Accessories and replaceable parts (case, power cable, keyboard, stylus) are the full responsibility of the student. If damaged or lost, student must replace.

6. **Stolen Property Report.** Students who do not return district-owned devices when requested or upon withdrawal from the district will result in the district filing a stolen property or other appropriate report with local law enforcement. Unauthorized persons in possession of district property are subject to prosecution under Illinois law. The district-owned device is the property of Kenilworth School District No. 38; the theft of the provided device may result in criminal charges.
7. **Repair.** The district is the only party authorized to repair/service the device. Any additional money spent by parents/students to repair a device will not be reimbursed. Users remain liable for any damages identified during or after the time the student is in possession of the device and until the device is turned in and inspected.
8. **Return of the Device.** The district may require the student to return the device and/or related resources at any time, including if the student is no longer enrolled in the district or at the end of the school year. The student must return the technology device in the same condition as the district issued it. **No permanent marks may be made on the device or related resources.** A student who fails to produce the device and/or any related resources within 24 hours after such a request may be subject to discipline or other consequences. The district will impose fines for the cost of repair or the replacement of lost or unreturned items.

Safety

1. **Filter.** The district may filter or block any material on the device that the district in its sole discretion deems to be inappropriate, including certain Internet sites. The district may in its sole discretion grant requests to adjust filters or unblock sites/service for bona fide educational

purposes. The student may make a request to their teacher who may request to have such filters or blocks adjusted. The presence of filters or blocks does not relieve the student and/or his/her parent(s)/guardian(s) of their responsibility to comply with requirements of this agreement or Board Policy and does not relieve the parent(s)/guardian(s) of their responsibility for supervising the student's use outside of school. The district does not filter or block devices off school grounds.

2. **Safety Training.** The district provides training in Internet safety and digital citizenship as part of the curriculum.
3. **Supervision Outside of School.** The district's issuance of a device to the student does not create any duty on the part of the district to provide supervision of the use of the device or protection of the student regarding use of the device outside of school or outside of school hours. It is the sole responsibility of the parent(s)/guardians(s) to supervise the student use of the device when outside of school or outside of school hours.
4. **District Right to Monitor.** Users have no expectation of privacy in materials or content created, received, sent, viewed, or otherwise accessed on the device, even if using a personal account (such as a personal email or social media account). This is because the student is using a district-owned device. The device may contain tracking and/or monitoring software that allows the district to obtain and record information concerning use of the device. The district does not guarantee that devices can be located. User and the parent / guardian consent to these privacy limitations and provisions.
5. **District Retention of Records Created by the Device.** The district may retain any records, including but not limited to electronic communications, such as emails and messages on personal social media accounts, from the device that it determines must be retained by law, including public records under the *Illinois Local Records Act*, school student records under the *Illinois School Student Records Act*, and educational records under the federal *Family Educational Rights and Privacy Act*.

Appropriate Use

1. **School-Related Uses.** The device is intended for use only by the student for school-related/educational purposes while on the district network. Use of the device must comply with all applicable laws and with [district policies](#) and procedures.
2. **Lending of Device Prohibited.** The student may not lend the device or related resources to anyone, including members of the student's family, for any reason. Loss or damage of the device by others is not covered by insurance.

3. **District Policies.** The student's use of the device must comply with requirements of [district policies](#) and procedures, including but not limited to the Board Policy 6:235—*Access to Electronic Networks*, other technology policies and procedures, and the student discipline code, regardless of where or when the student uses the device. This means that any use by a student of a device will be subject to discipline as if the activities had occurred during school hours on school grounds, regardless of whether the conduct occurs outside of school and/or on the student's free time. The district reserves its right to block application functionality, implement security measures, change device settings, or take any other administrative or security steps, as deemed necessary in the district's sole discretion. Any attempt to modify (i.e., "Jailbreak") the device/equipment, including but not limited to changing Internet access settings, will be considered a violation of district policy.
4. **Storage Management.** School content takes priority over personal content (i.e., photos, videos, music, apps), and student shall not store personal content on the device.
5. **Revocation of Use.** The use of the device and the district's network is a privilege, not a right. The district may revoke the student's privilege to use the device and related services any time it deems appropriate, including where the student violates this agreement, district policy, or district procedures. Additional details are provided within Kenilworth School District [Board Policies](#), including, but not limited to:

6-235—Access to Electronic Networks
7-180—Preventing Bullying, Intimidation, and Harassment
6. **Indemnification.** The student and parents/guardians hereby release, hold harmless, and shall defend, and indemnify the district, its board of education, administrators, employees, agents, representatives, and volunteers from and against any and all claims, demands, causes of action, losses, liabilities, and money damages (including attorney fees) brought by a third person, the student, or the parents/guardians against the district and related to the student's use or misuse of the device, the student's or parent / guardian's negligence, or the student's or parents'/guardians' breach of this agreement.

If any term, covenant, condition, or provision of this agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

School Board Policies

[School Board Policies](#) that apply directly to the 1:1 iPad initiative include, but are not limited to, the following:

- *6:235—Access to Electronic Networks*
- *7:20—Harassment of Students*
- *7:180—Prevention of and Response to Bullying, Intimidation, and Harassment*
- *7:190—Student Discipline*
- *7:310—Restrictions on Publications*

Signatures

Student	
I understand and agree to comply with all of the terms set forth above.	
Student Name (printed):	
Student Signature:	
Date:	
Parent/Guardian	
I understand and agree to comply with all of the terms set forth above.	
Parent/Guardian Name (printed):	
Parent/Guardian Signature:	
Date:	

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