



# **GCS Digital Conversion Device Care Agreement**

## **2021-22 School Year – 5<sup>th</sup> to 12<sup>th</sup> Grade**



The Graves County School District is both pleased and proud to provide students in grades 5-12 with Chromebooks for the 2021-22 school year. Since these devices are expensive to replace, we ask that students and parents use extreme caution and care with this equipment. Due to the cost, it is incumbent upon the district to conserve resources and to require financial compensation for repairs/damages. These damages include, but are not limited to:

- consumable parts
- cosmetic damage, including, but not limited to, scratches, dents and broken plastic on ports damage caused by use with another product
- damage caused by liquid contact, fire or other external cause
- damage caused by operating the device outside the published guidelines
- damage caused by service (including upgrades and expansions) performed by anyone who is not a representative of the GCS Technology Department
- a device that has been modified to alter functionality or capability without the written permission of GCS Technology Department
- a device from which any serial number or identifying information has been removed or defaced

### **Parent, Student Responsibilities**

#### **Review material on Power-On Webpage**

Students will review all information and watch all videos listed on the Power On Digital Program website (<https://www.graves.kyschools.us/Content/poweron>).

#### **Keeping Chromebook Charged**

Students will be responsible for ensuring the Chromebook's battery maintains a charge. Failure to do so could result in the battery failing and the student being charged for the replacement of the battery.

#### **Potential Loss of Data**

During service, it is possible that the contents of the device's storage media will be lost, replaced or reformatted. In such an event, the GCS Technology Department is not responsible for any loss of data, other information contained on the storage media, or any other part of the product serviced.

#### **Acceptable Use**

Please refer to the student handbook regarding acceptable use of technology. Parents and students should be aware that devices and accounts are the property of Graves County School District and as such are monitored.

#### **What to do if the device is stolen or lost**

If the device is stolen, a report must be completed by the school resource officer or principal designee. If the device is believed to be lost, students should report to the Help Desk immediately. If the device is not found within 48 hours, the device will be considered stolen, and a report must be filed.

#### **What will the GCS Technology Department do if this agreement is breached?**

When a device is serviced by the GCS Technology Department, they will determine if the terms of this agreement have been breached. If the agreement is violated, the GCS Technology Department will, at its option, repair the device or replace the device with a device that is at least functionally equivalent to the originally assigned device. The parent/guardian of the student who was issued the device may be billed for the repair or a replacement device when the terms of this agreement have been violated.



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### Technology Fee and Chromebook Replacement Parts Costs

Each student, grades 5-12, is assessed a technology fee to help offset the costs associated with the educational software as a part of the Power-On Digital Program. Please know that this fee is NOT a rental or insurance for the Chromebooks. The technology fee for the 2021-22 school year is \$25.00.

Chromebook prices are evaluated before the start of every 9 weeks and shortly before the start of the summer. Prices are posted on district's Power-On Digital Program page ([www.graves.kyschools.us/Content/poweron](http://www.graves.kyschools.us/Content/poweron)). The parent/guardian needs should note below what damages currently exist on the Chromebook when issued to the student. Any damages caused by the student will be charged.

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> AC Power Cord damaged      | <input type="checkbox"/> Bezel                         | <input type="checkbox"/> Motherboard    |
| <input type="checkbox"/> AC Power Cord not matching | <input type="checkbox"/> Palm rest                     | <input type="checkbox"/> Headphone Jack |
| <input type="checkbox"/> Screen                     | <input type="checkbox"/> Dirty                         | <input type="checkbox"/> Charging Port  |
| <input type="checkbox"/> Keyboard                   | <input type="checkbox"/> Stickers                      |   |
| <input type="checkbox"/> TouchPad/Mouse             | <input type="checkbox"/> Top Panel (behind screen)     | <input type="checkbox"/> Other _____    |
| <input type="checkbox"/> Hinge                      | <input type="checkbox"/> Bottom Panel (below keyboard) |   |
| <input type="checkbox"/> Hinge Cover                | <input type="checkbox"/> Battery physically damaged    | <input type="checkbox"/> NO ISSUES      |

### Other Important Information

#### Tracking of Chromebook

Graves County Schools reserves the right to use software or extensions that will report the location of the Chromebook. This information will only be utilized if the district is needing to know the exact last location.

#### How to obtain service

Chromebooks are given to students in known working condition. If the device is not functioning properly or needs repair, please take the device to the school office or help desk. A GCS representative will help determine whether the device requires service and, if it does, will inform you how the service will be provided.

#### Weekly Reporting

Parents will automatically receive a weekly summary report of student internet activity through monitoring software.

Those that do not wish to receive a weekly report, should check the box.

#### Agreement

By signing below, you understand the conditions laid out within the document.  **\$25 Fee Paid**

Student School: \_\_\_\_\_  \$ \_\_\_\_\_ **Charges Paid**

Student Name (Printed): \_\_\_\_\_ 21-22 Grade: \_\_\_\_\_

Student Signature: \_\_\_\_\_ GCS # on bottom: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_