

# Pflugerville ISD

## CHROMEBOOK LOAN AGREEMENT

Please read this Agreement. Sign and return the last page.

### General Information:

PfISD is distributing Chromebooks to all 2<sup>nd</sup> – 12<sup>th</sup> grade students to use both in school and at home for the 2021-22 School Year.

Chromebooks will be assigned to the individual students based on their campus location and will be recorded in PfISD Technology Asset inventory system

This Chromebook is intended for student use only. The device has been configured to always remain connected to the PfISD network. Filtering measures have been installed in accordance with CIPA guidelines and are designed to only allow online access to the educational resources the student would typically use while on campus. While the district has installed filtering software on devices, we cannot guarantee blocking all inappropriate sites.

**Chromebooks are district property and must be returned when the student is no longer enrolled in PfISD.**

Students who leave the district and fail to check in their device and any related equipment will have theft charges filed against them immediately upon the district's knowledge of such an event. The district will prosecute the occurrence to the fullest extent of the law.

Students will keep the Chromebook throughout their tenure in PfISD. It will not be necessary to return the device at the end of each academic year, unless the student is graduating or withdrawing from the district.

The Chromebooks are to be used in accordance with the District's Acceptable Use Agreement

**Internet access is not provided with the Chromebook. Students will need to connect to their own home wireless or use public wireless where available.**

### Student Responsibility:

#### Care of the Chromebooks

- The Chromebook is the property of Pflugerville ISD and should be kept clean and free of marks at all times. Writing or drawing on, engraving or otherwise defacing the Chromebook are not allowed and will result in loss of privileges and disciplinary consequences.
- Treat the Chromebook with care by not dropping it or gripping it by the screen.
- Do not leave your Chromebook in an unsecured area. This includes an unlocked locker.
- Do not loan the Chromebook to anyone.
- Protect the Chromebook by unplugging the power supply and other peripherals when transporting it.
- Protect the display by carefully closing the lid when moving the Chromebook. Avoid objects left on the keyboard.
- Students should protect their Chromebook from extreme heat or cold. Chromebooks should never be left in a car, even if the car is locked.
- Chromebooks should be protected from the weather, water or other liquid, food, and pets. Students should never eat or drink while using their Chromebook, or use their Chromebook near others who are eating or drinking.
- Heavy objects should never be placed or stacked on top of your Chromebook. This includes books, musical instruments, sports equipment, etc.
- Students should use care when plugging in any cords, cables, or peripheral Chromebooks into their Chromebooks.
- Chromebooks should not be placed on or under soft items such as pillows, chairs or sofa cushions, or blankets. This could cause the Chromebook to overheat, and will result in damage to the Chromebook and possibly a fire.
- Clean the screen only with a soft, dry microfiber cloth. **Do not use Windex or other harsh chemicals to clean the screen.**

## Student Device Insurance, Repair, and Replacement Information

The district is offering an opportunity for parents/guardians to purchase Technology Device Insurance which will cover **accidental damage** to the device issued to your student(s). Parents may opt-in for a \$25 warranty coverage for the current school year, which will need to be paid for each student who has checked out a district device. **The insurance does not cover loss of the device, charger, OR damage due to user negligence.**

- If the Chromebook is damaged or not working properly, it must be turned in to the campus for repair or replacement.
- Parents/guardians and students are not authorized to attempt repairs themselves, or contract with any other individual or business for the repair of the Chromebook.
- **Theft or Damage must be immediately reported to the Help Desk at (512) 594-0212.**
- A police report must be filed with the Pflugerville ISD police within 3 days of the device being stolen and a copy of the report must be made available in order to receive a replacement or loaner device.

Please review the information below for details on the repair fees and insurance options. If you would like to purchase the insurance coverage, enter the following link in a web browser and you will be redirected to the Technology Device Insurance Payment Website. <https://bit.ly/35B2ooD>

- Technology Device Insurance is non-refundable.
- Insurance is renewable and can be purchased at the beginning of each school year.
- Devices assigned directly from Special Programs use such as CTE and SpEd are not part of the Technology Device Insurance Plan.

Repair Schedule Fees for Damage	With Purchase of Device Insurance	Without Purchase of Device Insurance
First Repair	No charge	No Charge
Second Repair	No Charge	\$15.00
Third Repair	No Charge	\$20.00
Device Replacement (due to unrepairable damage)	With Purchase of Device Insurance	Without Purchase of Device Insurance
First replacement	No Charge	\$275.00
Second and Subsequent Replacements	\$275.00	\$275.00
Device Replacement (Due to Loss or Stolen)	With Purchase of Device Insurance	Without Purchase of Device Insurance
<b>Stolen Devices</b>	Replaced at no Charge with Valid Police report	Replaced at no Charge with Valid Police report
<b>Lost Devices</b>	\$275.00	\$275.00
<b>Lost Charger</b>	\$10.00	\$10.00

Students may be loaned a Chromebook while their device is being repaired, provided the campus has some available.

It will be at the campus' discretion on whether or not to loan a temporary device to a student if this is a second or subsequent repair.

If you have any questions regarding the Technology Device Insurance, please call the Help Desk at 594-0212.

# Pflugerville ISD

## Chromebook Use Agreement

### 2021-2022 School Year

We have read the Chromebook Use Agreement. We agree and understand the following: *(Please initial)*

\_\_\_\_ We accept the responsibilities as stated in the agreement for the care and use of the Chromebook.

\_\_\_\_ We accept the responsibilities regarding the repair or replacement of the Chromebook.

\_\_\_\_ **I understand that if we leave the district and fail to check in the Chromebook and any related equipment, theft charges may be filed immediately upon the district's knowledge of such an event.**

\_\_\_\_ We have read and acknowledged that the district is offering an option for student device insurance.

\_\_\_\_\_  
Student printed name

\_\_\_\_\_  
Student ID Number

\_\_\_\_\_  
Campus

\_\_\_\_\_  
Grade Level

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/guardian printed name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/guardian signature

\_\_\_\_\_  
Date

**PfISD Inventory Tag** \_\_\_\_\_ *(The Pflugerville ISD Tag is located on the bottom of the device)*

***Signed Chromebook Use Agreement must be returned to the campus.***