

HOOSIC VALLEY CENTRAL SCHOOL DISTRICT PROVIDED
TECHNOLOGY DEVICE AGREEMENT

I/We, _____ [name of parent or guardian] acknowledge that _____
[name of pupil], also referred to as the “user” in this Agreement, accept the following items (“the Device”):

Make/Model of Item: _____ Description of Item: **Chromebook - Legacy**
Serial Number: _____ HVSD Asset Tag: _____
Power Adapter: Yes No Carrying Case: Yes No
Other Info: _____

We, parent/guardian/guardian and pupil, acknowledge that in order to receive the above identified Hoosic Valley School District (referred to herein as “the District”) provided technology device, this Hoosic Valley Central School District Provided Technology Device Agreement must be read, acknowledged, and signed by the parent/guardian of the minor student user, or if the student user is over eighteen (18), by the student user, and in doing so agree to the following:

1. A District provided technology device must be used only by the student for District authorized use;
2. A student shall comply with the District’s acceptable use of technology policies in his or her use of any school district provided technology device;
3. Any District provided technology device loaned to a student must be returned to the school district in the condition it was initially provided to the student considering reasonable use and care by the student;
4. The parent/guardian or student shall be responsible to reimburse the District the cost of any technology device that is lost, damaged beyond reasonable use or beyond its value, abandoned, missing, stolen, or cannot be returned to the district in accordance with the terms of this Hoosic Valley Central School District Provided Technology Device Agreement;
5. A parent/guardian/student will be required to report any hardware or software problems in the operation of the device to the technology department at TechTeam@hoosicvalley.k12.ny.us or 753-4458 x2525 or x1505 within two school days of the commencement of the problem;
7. A parent/guardian/student must report to their Principal within two school days in the event the technology device has been damaged or is missing;
8. A parent/guardian or student is required to immediately file a police report in the event it is believed the technology device has been stolen. Within one school day after filing a police report, the parent/guardian or student will submit a copy of the police report to the principal;
9. A student shall be required to provide routine cleaning and care of the device;

10. We, parent/guardian and student, acknowledge that use of any network through the Device includes the potential for accessing websites with inappropriate materials. It is the responsibility of all users to attempt to avoid these sites through prudent use of the Internet. If a student accidentally accesses one of these sites, they should immediately exit from that site and/or notify a staff member or parent/guardian.

11. Practice Personal Safety – We, parent/guardian and student, acknowledge and affirm that no personal information, such as full names, home address, phone or credit card numbers or other information will be disclosed through the Device. We, parent/guardian and student, further acknowledge and affirm that no arrangements for or actual face-to-face meeting with someone “met” on the Internet will be made.

Warranties - The Hoosic Valley Central School District makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of the Device, its computer networks and/or the Internet provided herein. It shall not be responsible for any claims, losses, damages or costs (including attorney’s fees) of any kind suffered, directly or indirectly, by any user or his or her parent/guardian(s) or guardian(s) arising out of the user’s use of its computer networks or the Internet under this policy. By executing this Agreement, a user is taking full responsibility for his or her use if the user is 18 or older, or in the case of a user under 18, the parent/guardian(s) or guardian(s) are agreeing to indemnify and hold the school, the school district, the provider that provides the computer and Internet access opportunity to the school district and all of their administrators, teachers, staff, or any other agents of the Hoosic Valley Central School District harmless from any and all loss, costs, claims or damages resulting from their user’s access to its computer network and the Internet, and any use of the Device, including but not limited to, any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user’s parent/guardian(s) or guardian(s) agree to cooperate with the school in the event of the school’s initiating an investigation of a user’s use of his or her access to its computer network and the Internet, whether that use is on a school computer or on another computer outside the Hoosic Valley Central School District’s network.

We, parent/guardian and student, have read the terms above, understand the terms, and agree to abide by these terms, and shall comply with all school district policies for the use of a school district provided technology device.

We, parent/guardian and student, acknowledge that the student shall be subject to consequences in the event the student violates any school district policy, including the district’s Acceptable Use Policies; Student Code of Conduct; any provision of the School District Provided Technology Devices to Students Policy; or any provision of this School District Provided Technology Device Agreement.

DATA PRIVACY & SECURITY DURING COVID-19 PANDEMIC:

Hoosic Valley Central School District can only ensure the safety of your child's digital footprint and identity if he/she/they are using district-approved applications. The use of any other websites/applications or social media platforms is at the discretion of the parent. We strongly encourage you to read the privacy policies of any non-district approved applications to ensure that your child's identity is properly protected. If you are unsure whether a resource

is approved by the district, please contact your school. As a community, we must all remain especially vigilant about cyber-security in the weeks and months ahead.

How to properly clean and disinfect your Chromebook

We have wiped down all Chromebooks, but as a precautionary measure, please clean and disinfect your Chromebook. You will need some bleach-free disinfectant wipes or a solution of 40 percent of rubbing alcohol and 60 percent distilled water. Using full-strength rubbing alcohol can damage the oil-repellent (oleophobic) coating that helps to keep smudges off the screen. You will also need a couple of microfiber cloths or any cleaning cloths that are linen free. Lastly, a can of compressed air is optional if you want to remove any dust that might be hiding in your Chromebook but this step isn't necessary for disinfecting purposes.

Harsh cleaning supplies like bleach should never be used on your electronics since they can also damage the screen and other parts of your Chromebook. Also, avoid any abrasive cleaning brushes or cleaning pads that might scratch the surfaces of your Chromebook.

Last precaution – never spray any cleaning solution directly onto your Chromebook or any electronic for that matter. You should always apply the cleaning solution to a microfiber cloth and then apply it to the device to avoid any liquid getting into the device and causing damage. With those warnings out the way, let's get started cleaning and disinfecting your Chromebook.

Step 1 – Completely power down your Chromebook or unplug the power cord if you are cleaning a Chromebox.

Step 2 – Disconnect any cables or peripherals that are plugged into your Chromebook. This will allow you to access and clean every part of the device.

Step 3 – Use the compressed air to remove larger pieces of dirt or dust that might be in your keyboard and ports. When using compressed air, only give it a few short bursts and never turn the can upside-down. If you have an extra cleaning cloth, you can also dampen it with plain water and wipe down the device during this step.

Step 4 – Use the disinfectant wipe or apply a small amount of rubbing alcohol solution to the cloth and completely wipe down the entire Chromebook, including the screen and around each key of the keyboard. Use a small amount of pressure to remove any fingerprints or smudges on the screen, but not too much since this could damage the display. If you aren't comfortable using the cleaning solution on the screen, you can buy disinfectant wipes specifically designed for LCD and laptop screens.

Step 5 – After everything is dry, you can use a dry microfiber to buff the screen to remove any haze that might be lingering on the display from the disinfection process.

Student's Name Student's Signature Date

parent/guardian's Name parent/guardian's Signature Date

parent/guardian Address parent/guardian phone number