

Information For DIVISION OWNED Chromebooks

Chromebooks

Chromebooks have been purchased from school and district funds for the past several years to support technology integration activities within the classroom.

Many schools have also made Chromebooks available to school parents through the parent-purchase program. This program makes Chromebooks available for purchase by parents through Wolf Creek at an affordable rate. Further information about the details on the parent-purchase program are in a different document. Contact Technology Services for more details on implementing this program.

Use of School Owned Chromebooks and Assignment to Students

When Chromebooks are issued to a school using school or district funds the device should be assigned to specific students. These devices should have a label indicating the name of the students assigned to these devices. Typically no more than 2 students should share a device in most classrooms.

Devices that are shared through the Library or Learning Commons and are checked out (like a library book) can be used by numerous students. Devices checked out with this method need to be kept track of and inspected for damages upon return. This check-out of devices should occur daily and devices should not be removed from the school.

Students Leaving the School for Another School:

Students leaving their school for another Wolf Creek school will leave the (school owned) Chromebook at their school.

Students leaving their school for a school outside of Wolf Creek will need to return the device to the school.

All school owned devices remain the property of Wolf Creek Public Schools.

Warranty

All School and District Owned Chromebooks have a one year warranty from the time of purchase. This warranty does not cover accidental or intentional damage and only covers manufacturer defects to the hardware and internal working of the device. Schools will be billed for parts, shipping and labor on repairs that do not qualify for warranty and are encouraged to follow-up with damage costs with students/parents.

If a Chromebook becomes defective (at no fault of the student) after the warranty expires, the school will need to determine if they have funds available to replace or repair the device.

Chromebooks Undergoing Repair:

- Schools are encouraged to keep a few loaner devices available to students to access if a device is undergoing repair.
- Loaner Chromebooks may be issued to students when they leave their Chromebook for repair with the school coach, provided the school has planned to have some loaner devices available.
- If repair is needed due to malicious damage, the school may refuse to provide a loaner Chromebook and may refuse to allow the student to continue with the use of a Chromebook during the pilot project.
- Repaired Chromebooks will end up with the original factory image as first received.
- Schools will be charged for Chromebook damage that is a result of misuse or abusive handling. School administration should handle this issue as they would with any damaged school property.

Accidental Damage or Loss Protection:

Accidents do happen from time to time. Each situation where an accident with the device takes place will be looked into by the school administration. Wolf Creek will require that a police report be submitted in cases of theft. Fraudulent reporting of theft will be turned over to the police for prosecution. A student making a false report will also be subject to disciplinary action as outlined by the school discipline code.

Lost or Intentionally Damaged Device and Accessories:

A Chromebook or any of its accessories that are lost (whereabouts unknown) or intentionally damaged is the responsibility of the student and parent involved in the loss of property. The user will not be given another device or accessory to use until the replacement cost of the lost/damaged device or accessory is paid to the school.

- Replacement of the Chromebook: \$336.00
- Replacement of AC adapter & power cord - \$50

Questions

Questions can be directed to Technology Services.