

Two Rivers Supervisory Union 1:1 Mobile Device Program Packet

June 2020

Dear Students and Parents,

With the arrival of COVID-19, many new normals have emerged that depend on technology. Families now expect and depend on having an internet capable mobile device available for remote and in school learning. Although many uncertainties surround the school reopening plans for the Fall, it seems quite clear that formalizing a Two Rivers Supervisory Union 1:1 Mobile Device Program for all our students is critical.

The enclosed packet contains forms and information for you to review, sign and return for each student. Receipt of the completed forms and the payment to enroll in the optional Device Loss or Damage Program will begin the process of preparing a device for your student. We are hoping to be able to invite you to pick up your device beginning in early August.

Student/Parent Checklist

| | | |
|--|----|--|
| | 1. | Review TRSU Expectations for the Responsible Use of Technology |
| | a. | Student reviews and signs Page 1 |
| | b. | Parent/Guardian reviews and signs Page 2 |
| | 2. | Fill out 1:1 Mobile Device Program Enrollment Form |
| | a | Review attached documents that describe the program in greater detail before completing the enrollment form |
| | b | Select enrollment option on Page 1 top section |
| | | <ul style="list-style-type: none">• Fully• On campus only• No |
| | c | Select TRSU Device Loss or Damage Program options as desired in bottom section |
| | | <ul style="list-style-type: none">• Yes - payment of \$25 (grades 7-12) \$10 (K-6)• Private coverage - please forward policy to school• No |
| | d | Student and Parent/Guardian to sign at bottom of page. |

Two Rivers Supervisory Union

1:1 Mobile Device Program FAQ's

What are the goals of the program?

TRSU is expanding its 1:1 technology initiative by making a mobile device available for each student as their own personal learning device. Students will use this tool to help them better organize and facilitate their learning by continuously tracking their evidence of completion of content standards and transferable skills. Our move to Proficiency Based Education (PBE) will include your student creating a Personal Learning Plans (PLP) that will house their interests, goals and accomplishments. The computer is the best tool for collecting and analyzing all of this data. Vermont is one of many states remodeling the delivery of education. The customization of your student's education, driven by their learning styles, their interests and their achievements, will better prepare them for the changing world.

What is personalized learning?

Personalized learning is the tailoring of learning activities to meet the individual interest and needs of each student. A personalized mobile device can help to facilitate this kind of learning.

Providing each student with a mobile device will:

- Provide a more flexible learning environment. Students will be able to learn anytime and anywhere.
- Enable students to progress in their learning at their individual pace.
- Enable students to play a larger role in managing their learning.
- Facilitate students' engagement in standards-based, authentic learning.
- Facilitate the transformation of the role of teachers from someone who delivers knowledge to someone who facilitates learning.

Who is eligible to receive a mobile device?

- All students in K –12th grade who enroll in the program will be eligible to have a mobile device assigned to them for their use.
- To qualify to be issued a mobile device, charger, and protective case, students and parents must have signed their respective sections of the TRSU Expectations for the Responsible Use of Technology. Unacceptable use/activity may result in suspension or cancellation of eligibility.
- Devices will be issued after the 1:1 Mobile Device Enrollment form has been completed and turned in (either in print or online)

Can students and parents opt out of receiving a mobile device?

It is not mandatory that a student enroll in the program. Some students may prefer to use their own personal learning devices in school.

Two Rivers Supervisory Union

1:1 Mobile Device Program FAQ's

Am I allowed to bring my own personal learning device to school?

Students can bring their own mobile device to school at their own risk, just like any other personal item. We recommend that the student check in with our IT staff to be sure the device can operate correctly and safely on our network. Our IT staff does not service or support personal devices beyond correct and safe network access.

How do I prevent damage to my mobile device and accessories?

Use the same common sense you would for care of any of your electronic devices. For example, avoid dropping the machine or dropping anything on the machine. Keep liquids or foods away from the machine. Mobile devices should not be exposed to inclement conditions. Extreme cold or heat can severely damage mobile devices. Mobile devices left in cars can suffer damage very quickly with extreme temperatures. Please keep your mobile device and accessories away from food, drink, glitter, glue, and pets.

What happens if the mobile device is damaged?

It is expected that students use extreme care in keeping their mobile device and accessories in the best possible condition and out of harm's way. In the event of accidental damage or loss, enrollment in the TRSU Device Loss or Damage Program will cover repair or replacement. If you are not enrolled in that program, or if damage/loss was intentional, the student will be referred to the designated school administrator to determine resolution.

What is the cost to students and their families to participate in the 1:1 Mobile Device Program?

Families may choose to participate in the TRSU Device Loss or Damage Program for \$25.00 (7-12) or \$10.00 (K-6) which will cover accidental damage or loss of the issued mobile device and accessories.

What are the insurance options for those who choose not to participate in the TRSU Device Loss or Damage Program fund?

An insurance rider may be available through your homeowners or rental insurance for loss or theft. Device insurance can also be purchased online from the [Worth Ave Group](https://www.worthavegroup.com/product/laptop-insurance/) by selecting K-12 option and other desired coverages.

<https://www.worthavegroup.com/product/laptop-insurance/>

What are definitions for the types of damages?

Accidental: A damage that occurs due to an accident out of the control of the individual. All accidents will be looked at on a case-by-case basis.

Intentional: The willful destruction or damaging of a mobile device. This may include but is not limited to: carvings on the surface, removing parts, use of unapproved accessories, or user attempted repairs.

Two Rivers Supervisory Union

1:1 Mobile Device Program FAQ's

What happens if the mobile device is lost or stolen?

It is the responsibility of the student to ensure the mobile device is always in a safe and secured location. Should a mobile device be stolen, the student must notify the designated school administrator and the local police department.

What happens if my mobile device is not working properly or I need help?

Please bring the mobile device to the designated drop off site for your school for assessment and resolution. Resolutions will be completed in a timely manner so as not to interfere with school work and students may receive a loaner mobile device.

What if we do not have internet service at home?

Students should let their teachers know they cannot access the Internet at home. Teachers will continue to modify assignments and make academic accommodations as needed. Numerous options are available for downloading or caching needed materials at school when online to be accessed when internet service is not available. Most students have time during the school day or after school to be online at the school.

Local internet providers offer reduced rate programs to qualifying families. Contact your phone, cable and/or TV service provider for more information.

Can a student take the mobile device in the summer?

Students must turn in their assigned mobile device, charger, and case at the end of the school year for annual maintenance. Students can submit a request to keep their mobile device for the summer if they are involved in online courses, summer school, internships, or independent study projects. Approval from the Principal is required before leaving for the summer.

Who do I contact with other questions?

School Principal or designated coordinator

Two Rivers Supervisory Union

1:1 Device Loss or Damage Program

Cost of the Program

Families may choose to participate in the TRSU Device Loss or Damage Program for \$25.00 (7-12) / \$10.00 (K-6) a year which will cover accidental damage or loss of the issued mobile device and accessories.

The device type to be issued to each student will vary by school and grade level as shown below. The replacement cost of the device, charger, case and accessories are shown below.

| School | Device | Device cost (max) | Charger | Case |
|-------------------------|--|-------------------|---------|------|
| CTES/CAES Grades K-2 | 10.2" iPad Wi-Fi 32GB with Brenthaven case | 375 | 40 | 50 |
| CTES/CAES Grades 3-6 | 10.2" iPad Wi-Fi 32 GB with Logitech Keyboard | 375 | 40 | 100 |
| GMUHS | MacBook Air 128GB | 850 | 79 | 40 |
| LES | ChromeBook | 430 | 55 | 30 |
| MHS | ChromeBook | 430 | 55 | 30 |

Accidents can happen even when students are doing their best to be careful. To minimize a student's potential responsibility for loss or damage to this equipment, both Green Mountain Unified School District and Ludlow Mount Holly Unified Union School District have each created a Device Loss or Damage Program. The non-refundable contribution that each family pays for each student each year will create a resource pool that can be used to cover accidental damage.

What is covered if you are enrolled:

There is no cost to the student for repair or replacement of equipment needed due to:

- Accidental Damage to the device, the charging block or cord, or the case.
- Accidental loss of the device, block/cord, or case (1st occurrence).

What is NOT covered if you are enrolled:

Students are responsible for the cost of repair or replacement needed due to:

- Intentional damage to the device, charging block or cord, or the case
- Intentional loss of the device, charging block or cord, or the case
- Multiple loss of the laptop, charging block/cord, or case even if accidental. (Enrollment covers the first loss. Subsequent losses may not be covered.)
- Accidental damage that occurs as the result of the same easily preventable circumstance. (For example, a student leaves the device in a hot car -- the first

Two Rivers Supervisory Union

1:1 Device Loss or Damage Program

occurrence will be covered, but repeatedly leaving the device in a hot car will not be considered “accidental”).

- Damage that results from attempting to repair equipment by yourself
- Damage that results from using an off-brand cord or charging block

If you are not enrolled in the program, you are responsible for the costs of all repairs or replacements regardless of cause.

How is “accidental” or “intentional” determined?

- All damage/loss will be reviewed by the school designated administrator or staff member. It is assumed that most damage will be accidental. If damage/loss is accidental, and if the student is enrolled in the Device Loss or Damage Program, repair/replacement will be completed at no cost to the student. If damage/loss is accidental, and the student has not enrolled in the program, the costs of repair/replacement are the student’s responsibility. If damage/loss is found to be intentional after review by the administration, costs of the repair/replacement are the student’s responsibility regardless of enrollment in the program.

Will I get my enrollment contribution back at the end of the school year if there is no damage to my computer?

- No. The enrollment contribution is non-refundable. The contribution is used to create a pool of resources so that accidental damage or loss for all participants can be paid for with a minimal expense to any one family. Your contribution helps to pay for the repairs for accidental damage done to others’ equipment.

If all the money collected is not spent on repairs, what happens to it at the end of the year?

- All funds collected will be credited to a revenue line item and all expenses debited from a corresponding expense line item. At the end of the year, any surplus funds will be reinvested in the technology program.

What if the repairs for damage/loss exceed the funds collected through the program?

- Any shortfall of funds will be absorbed by the general technology repair budget.

Two Rivers Supervisory Union

Expectations for the Responsible Use of Technology

Responsible

I will be responsible for my choices and actions, as well as any accounts and/or technology entrusted to me. Whether I am at school or off-campus, I will protect myself, my accounts/tools, and others by:

- Using passwords that are strong and that I will not share.
- Not sharing personal information, or the personal information of others, including pictures, audio, and/or video.
- Ensuring that the technology tools I use are kept safe, clean and that they are not defaced.
- Using online resources that are safe and appropriate for me.
- Making healthy choices about how, when, and where to use technology.

Respectful

I will be respectful of others, and the equipment in my care. I will:

- Follow the directions given to me by school staff.
- Use technology to help me learn.
- Create a positive digital presence that represents me and my school in the best possible way.
- Respect the privacy of others.
- Obtain appropriate permission before taking pictures, video or audio.
- Respect the opinions and the works of others.
- Respect the time of others by avoiding texting and the use of social media during class and unstructured times unless it is part of the learning experience.

Ready

I will be ready to:

- Learn every day and keep my device fully charged.
- Practice skills and explore technologies that help my learning and productivity in a positive way.
- Find solutions to problems I encounter with technology.
- Learn from my mistakes/failures.

I accept that any actions I take or behaviors I engage in which are not in line with responsible and respectful use will be handled in accordance with the behavioral guidelines established by each school as written in the student handbook..

| |
|---------------------------|
| Signature: _____ |
| Student: _____ |
| School: _____ Date: _____ |

Two Rivers Supervisory Union

Expectations for the Responsible Use of Technology

Parent/Guardian Permission

As the parent/guardian of this student, I have read the Acceptable and Responsible Use of Electronic Resources and the Internet Policy (G11) and agree to the following:

- I understand that school electronic resources and devices are designed for educational use only.
- I understand that the school has taken reasonable precautions in an attempt to eliminate student access to controversial materials and services while in the school setting.
- I understand that the school will be educating minors about appropriate on-line behavior, including interacting with other individuals on social networking websites and cyber-bullying awareness and response.
- I recognize it is impossible for the school to restrict access to all controversial materials and services and that students must use reasonable judgment to avoid accessing or sharing controversial materials.
- I accept full responsibility for supervision when my child's electronic resources use is not in the school setting.
- I further understand that should my child commit any violation, my child's access privileges may be revoked, school disciplinary actions may be taken, and/or appropriate legal action may be initiated.

Signature: _____

Parent/Guardian
Name: _____

School: _____

Date: _____

Two Rivers Supervisory Union 1:1 Mobile Device Program Enrollment Form

1:1 Mobile Device Program Enrollment Form 2020-2021

TRSU students in grades K-12 students are eligible to enroll in the TRSU 1:1 Mobile Device Program. Students enrolled in the 1:1 Mobile Device Program will be provided with a mobile device, associated equipment and support services for academic purposes aligned with the [Acceptable and Responsible Use of Electronic Resources and the Internet Policy \(G11\)](#). The Student/Parent/Guardian acknowledges that by enrolling in this program they will be issued and responsible for the issued equipment.

Please select your enrollment options below:

- Full-time Device Issue (school and home use)
- Part-time Device Issue (school use only leaving in school at end of day)
- No Device Issued

TRSU Device Loss or Damage Program Options (check one):

I will participate in the TRSU Device Loss/Damage Program for a non-refundable \$25.00 (7-12) / \$10.00 (K-6) which will cover accidental damage/loss of the issued mobile device and accessories.

Free/Reduced Lunch Waiver

I will privately insure the mobile device & accessories through Worth Ave. Group at www.worthavegroup.com/product/laptop-insurance/ or an insurer of my choosing.

I will be responsible for any damage/loss of the issued mobile device & accessories

Student Printed Name & Grade

Student Signature & Date

Parent/Guardian Printed Name

Parent/Guardian Signature & Date

Two Rivers Supervisory Union

1:1 Mobile Device Program Enrollment Form

For School Use Only:

Check appropriate row:

| √ | School | Device | Replacement Costs | | |
|---|--------------------------|---|-------------------|--------------|-----------|
| | | | Device cost (max) | Charger cost | Case cost |
| | CTES/CAES Grades K-2 | 10.2" iPad Wi-Fi 32GB with Brenthaven case | 375 | 40 | 50 |
| | CTES/CAES Grades 3-6 | 10.2" iPad Wi-Fi 32 GB with Logitech Keyboard | 375 | 40 | 100 |
| | GMUHS Grades 7-12 | MacBook Air 128GB | 850 | 79 | 40 |
| | Ludlow Elementary School | ChromeBook | 430 | 55 | 30 |
| | Mount Holly School | ChromeBook | 430 | 55 | 30 |

Assigned mobile device id: _____

Payment Received by: _____ *Cash* _____ *Check* _____

Notes: _____