

Rocklin USD Technology Loan Agreement 2022-2023

Because of the need to assign and loan technology to students, Rocklin Unified School District is requiring all parents/guardians to sign this Technology Loan Agreement prior to the start of school. This agreement will cover both District and Emergency Connectivity Fund (ECF) Chromebooks, as well as iPads or other mobile technology devices.

This Technology Loan Agreement is entered into and is effective for the 2022-2023 school year between Rocklin Unified School District and the Parent/Guardian of students within the school district:

At the time of need, to be determined by the District, Parent/Guardian and Student/Borrower agrees to receive on loan any combination of: one (1) Chromebook and/or iPad per student, one Chromebook and/or iPad cord/charger per device, one personal hotspot device (if needed) and corresponding cord/charger (optional), described below in good working order.

District Chromebooks, iPads, and HotSpots will be assigned to students within our Inventory Control Program - Incident IQ, and viewable to parents via the Aeries Parent Portal. The acceptance of the device indicates acceptance of liability according to this Technology Loan Agreement. Devices may need to be checked-in and out several times over the course of the year and may not be the same device each time. Parents will be able to view and verify the device that has been checked out to their students within the Parent Portal in Aeries.

A district-owned Chromebook and district-managed online accounts are made available to students enrolled in the Rocklin Unified School District. Students in grade TK-6 will have a Chromebook available in class and/or may have one provided through the Emergency Connectivity Fund (ECF) program. Secondary students, grades 7-12, may have either a district or ECF Chromebook checked out to them. This agreement covers devices used at school and/or at home. Students and parents acknowledge that the Chromebook is the property of RUSD, and is intended for educational purposes while the student is enrolled in RUSD. If a student leaves RUSD, or at the request of school staff, the Chromebook will be returned immediately in good condition. Student and parent are responsible for the safe and appropriate operation of the Chromebook, including, but not limited to, the expectations listed below:

- 1. The Chromebook is to be used for educational purposes.** Students are permitted to use the Chromebook only for purposes that are safe (pose no risk to students, employees or assets), legal, ethical, do not conflict with the mission of the District, and are compliant with all other District policies. Usage that meets these requirements is deemed "proper" and "acceptable" unless specifically excluded by this policy or other District policies. Student's activity with the Chromebook may be logged by System Administrators. Usage may be monitored or researched in the event of suspected improper Chromebook usage or policy violations. The District reserves the right to restrict online destinations through software or other means.
- 2. All Chromebooks are property of the District.** All such issued Chromebooks shall be returned to the District prior to the conclusion of each school year or prior to the student's withdrawal from the District, if earlier than the conclusion of the school year.
- 3. The student and parent/guardian will be held financially liable for the loss or theft of the Chromebook and charger. The replacement cost of the Chromebook the first year of purchase is \$325, depreciating \$50/year. The replacement cost of the Chromebook charger is \$30.** All financial obligations must be taken care of prior to the end of the school year. Failure to discharge any financial obligation may result in a hold being placed upon report cards, transcripts, diplomas, or the transfer of records. Failure to honor financial obligations may also lead to loss of privileges for school-sponsored extracurricular events.
- 4. Parents may choose to purchase insurance for the Chromebook.** The insurance policy would cover the cost of the Chromebook in the event of damage or theft. *Please go to <https://bit.ly/RocklinChromebookProtection> for contract, details, and to complete the application.*
- 5. Chromebook is to be brought to school daily, fully charged, and ready to use.** Students understand that they are responsible for the safe transporting, storage, and working order of the Chromebook. Chromebooks may be taken home and to other locations outside of school hours, but students are responsible at all times for the care and appropriate use of the Chromebook.
- 6. The student and parents accept full responsibility for the return of the Chromebook in good condition at the end of their high school career, or upon disenrolling or transferring out of the RUSD district, or immediately upon request by school staff.** Willful, malicious, or negligent damage to any part of the

Chromebook or charger could result in a removal of privileges, disciplinary action and/or financial charges to parents for the repairs and/or replacement cost of the Chromebook or charger. These damages include, but are not limited to, physical damage and/or unauthorized alterations to the Chromebook, attempts to destroy data of other users or the network, and the uploading or creation of computer viruses.

7. Students and parents acknowledge that RUSD provides internet content filtering on the Chromebooks as per federal laws (CIPA). Parents understand that content filtering does not guarantee that all inappropriate content will be made inaccessible, and that students are expected to avoid inappropriate content and will not attempt to bypass the content filter in any way. Any issues with content filtering should be reported to school staff immediately. The District cannot be held accountable for the information that is retrieved via the network. The District will not be responsible for any damages you may suffer, including loss of data resulting from delays, non-deliveries, or service interruptions caused by the District Systems, System Administrators or your own errors or omissions. Use of any information obtained is at your own risk. The District makes no warranties (expressed or implied) with respect to: (a) the content of any advice or information received by a student, or any costs or charges incurred as a result of seeing or accepting any information; or (b) any costs, liability, or damages caused by the way the student chooses to use his or her access to the network.

8. Students have no expectation of privacy regarding his/her use of the Chromebook. Log files, audit trails and other data about user activities with the Chromebook may be used for forensic training or research purposes, or as evidence in a legal or disciplinary matter. Students are on notice that the Chromebook is subject to search and seizure in order to facilitate maintenance, inspections, updates, upgrades, and audits, all of which necessarily occur both frequently and without notice so that the District can maintain the integrity of the Chromebook. All data viewed or stored is subject to audit, review, disclosure and discovery. Such data may be subject to disclosure pursuant to the Public Records Act (California Government Code section 6250, et seq.). Pursuant to the Electronic Communications Privacy Act of 1986 (18 U.S.C. § 2510, et seq.), notice is hereby given that there are no facilities provided by the Chromebook for sending or receiving private or confidential electronic communications. System Administrators have access to all email and will monitor messages. Messages relating to or in support of illegal or inappropriate activities will be reported to the appropriate authorities and/or District personnel.

The District reserves the right to monitor and record all use of the Chromebook, including, but not limited to, access to the Internet or social media, communications sent or received from the Chromebook, or other uses within the jurisdiction of the District. Such monitoring/recording may occur at any time without prior notice for any legal purposes including, but not limited to, record retention and distribution and/or investigation of improper, illegal, or prohibited activity. Students should be aware that, in most instances, his/her use of the Chromebook (such as web searches or emails) cannot be erased or deleted. The District reserves the right to review any usage and make a case-by-case determination whether Student's duties require access to and/or use of the Chromebook which may not conform to the terms of this policy.

9. The undersigned consents to the search and seizure of any Chromebook in the undersigned's possession by the District, the District's authorized representative, a System Administrator, or any Peace Officer at any time of the day or night and by any means. This consent is unlimited and shall apply to any Chromebook that is in the possession of the undersigned, whenever the possession occurs, and regardless of whether the possession is authorized. The undersigned waives any rights that may apply to searches of the Chromebook under SB 178 as set forth in Penal Code sections 1546 through 1546.4.

10. Students will abide by the established rules at each school site and the Student Technology Acceptable Use Agreement.

11. Students may personalize their Chromebook for the purpose of easy identification, as long as any stickers, labels, or other identifying features are school appropriate, and can be removed easily. Students may not deface or damage the Chromebook.

12. Students will immediately report any malfunctions, damage, or loss of Chromebook (or the charger) to the appropriate staff member at their school.

13. Students and parents will make no attempts to repair the Chromebook.

14. Students will make no attempts, without permission from school staff, to load software or modify Chromebook operating systems. The student can only install applications listed on the RUSD Google Store. Chromebooks will be managed as needed by school staff and the RUSD Technology department for updates and other maintenance.

15. **Only the assigned student will operate the Chromebook.** The student will not give his/her password to any other person and shall treat the password as confidential information. The creation or use of a password by a Student on the Chromebook does not create a reasonable expectation of privacy. The student is ultimately responsible for all material accessed and/or transmitted. Students are prohibited from anonymous usage of the Chromebook. In practice, this means Student must sign in with his/her uniquely assigned District User ID before accessing/using the Chromebook. Students may only use the school provided Google account, which may be reviewed at any time by any school administrator or teacher. Similarly, “spoofing” or otherwise modifying or obscuring a user’s IP Address, or any other user’s IP Address, is prohibited. Circumventing user authentication or security of any host, network, or account is also prohibited.
16. **If Student becomes aware of any security problem (such as any compromise of the confidentiality of any login or account information) or misuse of the Chromebook, he/she shall immediately report such information to the Superintendent or designee.** Student must report theft (or suspected theft), loss, damage, or malfunctioning of the Chromebook to school personnel immediately. Student’s parent/guardian is required to notify police and provide a copy of an official police report to District administration, if a Chromebook is reported as stolen outside of school grounds
17. **Upon request, the student agrees to deliver the issued Chromebook to District staff for technical inspection or to verify inventory or other information.** Students will make available for inspection by any school administrator or teacher any messages, communication, or files sent or received on any District issued Chromebook.
18. **Parent/guardians will monitor use of the Chromebook,** including E-mail, and Internet privileges outside of the school hours.
19. **The District reserves the right, at any time, for any reason or no reason, to limit the manner in which Students may use the Chromebook in addition to the terms and restrictions already contained in this Agreement.**
20. **Consequences for violations of law, District policy, or failure to abide by the terms of the contract (inappropriate use) may include one or more of the following, and will depend on the frequency and severity of incidents involving Chromebooks and other technology-related violations:**

Parents contacted, Meet with Principal/Assistant Principal, Loss of use of Chromebook at home, Conference with parents and school admin team, Loss of use of Chromebook at school, and/or discipline, up to and including suspension or expulsion. In addition, violation of the law, District policy, or this contract may be reported to law enforcement agencies as deemed appropriate.

Additionally, the District expressly prohibits:

1. Using Chromebook for commercial gain;
2. Disassembling or attempting to repair the Chromebook in any way;
3. Leaving the Chromebook unattended in public or loaning out the Chromebook to other individuals;
4. Accessing the Chromebook for the purpose of gaming or engaging in any illegal activity;
5. Using the Chromebook to encourage the use of drugs, alcohol, or tobacco;
6. Transmission of confidential information to unauthorized recipients;
7. Inappropriate and unprofessional behavior online such as use of threats, intimidation, bullying or “flaming”;
8. Viewing, downloading, or transmission of pornographic material;
9. Accessing, posting, submitting, publishing, or displaying harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit;
10. Using Chromebook for the creation or distribution of chain emails, any disruptive or offensive messages, offensive comments about race, gender, disabilities, age, sexual orientation, religious beliefs/practices, political beliefs, or material that is in violation of District policies;
11. Significant use of the Chromebook for non-school related activities (such as video, audio or downloading large files) or excessive time spent using the Chromebook for non-school purposes (e.g. shopping, personal social networking, or sports related sites);
12. Knowingly or carelessly performing an act that will interfere with or disrupt the normal operation of computers, terminals, peripherals, or networks, whether within or outside of Chromebook (e.g., deleting programs or changing icon names);
13. Distributing personal identification information, including the name, address, telephone number, Social Security number, or other personally identifiable information, of another student, staff member, or other person with the intent to threaten, intimidate, harass, or ridicule that person;
14. Infringe on copyright, license, trademark, patent, or other intellectual property rights;
15. Disabling any and all antivirus software running on the Chromebook or “hacking” with the Chromebook; or
16. Intentionally uploading, downloading, or creating computer viruses and/or maliciously attempting to harm or destroy district equipment or materials.