



Cannon Falls Area Schools

1:1 Technology Initiative

1-12 Student/Parent Agreement



STUDENT NAME: _____ GRADE: _____ for 2023-24 School Year

Cannon Falls Area Schools recognize the importance that technology plays in our students' education. Starting in the 2023-24 school year, we will be implementing a process where students will be assigned a Chromebook and Charger for a minimum of 4 years. It is the student's responsibility to secure and properly care for these devices. We will offer a protection plan for \$40 per device per year which will provide for 1 repair paid for by the school for an accidental repair. Any repairs above and beyond that, the student/parents will be responsible for paying for any repairs up to the cost of a new replacement device.

STUDENT AGREEMENT:

1. I will properly care for my assigned device and charger.
2. I will always keep my device in my possession or in a secure area.
3. I understand that the school will assign a device to me for several years and I am completely responsible for taking care of the device and charger.
4. I will bring my device to school **charged and ready for** use each day.
5. I will **NOT** loan my device or charger to anyone.
6. I will **NOT** disassemble, repair, hack or sabotage the security or any parts of the device.
7. I will **NOT** destroy the serial number or barcode nor decorate any device with stickers, markers, pen marks, etc.; if the serial number or barcode comes off, please report this to IT the next school day to receive a replacement barcode.
8. I understand the device assigned to me is the property of Cannon Falls Schools and is subject to inspection by Cannon Falls Staff at any time.
9. I will report any accidental damage or equipment failure to the Technology Department by the next school day. *
10. I understand that I am fully responsible for any intentional or negligent damage to the device or charger and will report such damage immediately. *
11. I understand that if I intentionally cause damage to someone else's device; I would also be held responsible for any damage I may cause.
12. I will report the loss or theft of my device to the Technology Department by the next school day. *
13. I will report the theft of my device to law enforcement within 24 hours of the theft. *
14. I will return the device and charger to the Technology Department at the end of the year for inspection, updating and preparation processes for the upcoming school year.
15. I have read or reviewed with my parents/legal guardian(s) and understand the Acceptable Use Policy #524 which provides guidelines for the use of all school technologies at Cannon Falls Area Schools' policies for technology use both in school and at home. (See the back of this document for a summary of Policy #524.)

***Note:** If you have chosen to purchase Technology Insurance, the first incident of accidental damage/equipment failure may be by the Technology insurance. Loss of the device, intentional or negligent damage is not therefore, charges will be assessed. Whether damage is accidental or intentional, this will be investigated and determined by IT and Principals. If the device is stolen, contact the police department to file a report of theft and inform the CF Tech Office at (507) 263-6800 Ext. 1202 of the theft.

Examples and definition of various types of damage:

Accidental: Damage that is unforeseeable, sudden and involuntary. This would not be intentional.

Intentional: Keys on keyboard purposely popped off, keyboard surround peeled off, throwing backpack down knowing device is inside, stickers and writing on devices. Intentional damage would not be covered under the Technology Insurance.

Functional vs. Cosmetic Damages: Functional damage would cause the device not to work properly. For example if a key does not work or sticks, this would be considered functional damage as it would interfere with the students productivity. Cosmetic damage would be scratches to the case, loose hinge, single lost screw. Cosmetic damage would not interfere with the device working or the students ability to perform their work. Cosmetic damages will not be covered under Technology Insurance.

I recognize the device I have been issued along with all of its data contents are the property of Cannon Falls Schools and agree to these conditions set forth in this document as well as the Cannon Falls Area Schools Acceptable Use Policy.

Student Signature

Date

PARENT AGREEMENT

1. I have read and understand all terms of the 1 to 1 Student Agreement above and the Cannon Falls Area Schools Acceptable Use Policy #524, and agree to let my child participate in the 1:1 device program. (See back page)
2. I will support the school guiding my child in using technology as an educational tool at school and at home.
3. I have reviewed the Cannon Falls Digital Resources Directory and acknowledge the digital resources that are utilized by my child. (The Digital Resources Directory is located on the [school website](#) -> District Office -> Annual Notices)
4. I understand I am responsible to monitor and guide my student's use of school technology in our home, when applicable.

Device Repair/Coverage Options (Choose One)

- ☐ **Option 1:** Technology insurance \$40/device/year (Cannon Falls Schools will pay for one accidental repair.)
- ☐ **Option 2:** Decline Technology Insurance (All repairs will be student/parent responsibility)
- ☐ **Option 3:** We decline the Technology Insurance and request to keep my students assigned device and charger at school at all times. (All repairs will be student/parent responsibility)

I recognize the device that my child has been issued along with all of its data contents are the property of Cannon Falls Schools and agree to these conditions set forth in this document as well as the Cannon Falls Area Schools Acceptable Use Policy.

Parent Signature

Date

NOTE: High students are welcome to utilize their own devices. Note that our Internet and computer policies while on the school Campus will be enforced on-site. If your student(s) plans on utilizing their own device, please sign below:

Sign below if your child WILL be utilizing their own device.

Parent Signature

Date



Cannon Falls Area Schools

1:1 Technology Initiative - Acceptable Use Policy



Cannon Falls School District Student/Parent Summary of Acceptable Use Policy Form

NOTE: The Acceptable Use Policy #524 can be found on our District Website (cannonfallsschools.com), Click on District Office -> School Board -> District Policies

The following is the most essential content for students and parents/guardians to review regarding Cannon Falls Area Schools "Acceptable Use Policy" #524. Using technology is a reality of our 21st century lives, learning, work and play but the use of school provided technologies is a privilege and must be used "to further educational goals consistent with the mission of the school district and school policies" (III.) Students will be given opportunities to learn about safe, appropriate and responsible use of technology through the curriculum and in extracurricular activities but the proper use of technology is "the joint responsibility of students, parents and staff". (XI.B.7.) Anyone using school technologies, devices or systems, must recognize that the safety of those using technology and the security of the system is the priority. [Acceptable Use Policy #524](#)

Some guidelines for following the acceptable use policy:

- Limit access to one's device to authorized users and to websites that are known as safe and appropriate;
- Safeguard private information like an address, phone number, passwords, or access codes;
- Use technology to learn and teach in **SMART** way - **S**afe, **M**indful, **A**ppropriate, **R**espectful and **T**houghtful;
- Be respectful in the digital world and post content that is **T**ruer, **H**elpful, **I**nspiring, **N**ecessary or **K**ind;
- If you can download images, apps or extensions, follow the guidelines above to **THINK** and be **SMART**;
- Use electronic resources and communications in a responsible, considerate, efficient, ethical, and legal manner;
- Give proper credit to sources when information is shared, posted or published;
- Advocate for the safety of others and yourself and report and when possible, stop cyberbullying;
- When connecting personal electronic devices and technologies, follow technology use guidelines and expectations;
- If you mistakenly access or view unacceptable materials, share this with an appropriate school staff member;
- Use technology to support and enhance learning that is consistent with the District's mission and policies.

Unacceptable use of technology as taken from the policy #524 means:

Note: The policy speaks to school district system or school system which means any and all school supported technologies

- Users will not "access, review, upload, download, store, print, post, receive, transmit, or distribute" material that is "pornographic, obscene, or sexually explicit" or "abusive...vulgar, rude, threatening" in words or images, is "inappropriate for an education setting" or could cause "disruption to the educational process."; and uses language or images advocating "violence or discrimination" and the harassment of others. (V. A. 1. a. b. c. d. e.).
- Users will not "knowingly or recklessly post, transmit or distribute false or defamatory information", to engage in "personal attacks including or harass individuals or groups in a discriminatory way" or to "engage in any illegal and violates local, state or federal law". (V. A. 2., 3.)
- Users will not "vandalize, damage or disable the property of another person or organization", purposefully "degrade or disrupt equipment, software or system performance", "tamper with or modify" any part of the school' system in a way that disrupts its use by others, or "gain unauthorized access to information resources or to access another person's materials, information or files" without permission of that person.(V.A.4., 5.)
- Users will not post private information making an individual's identity easily traceable. For example any "addresses, telephone numbers" "identification numbers, account numbers, access codes or passwords, labeled photographs or other information" like posting or sharing "private messages sent to the user privately" without permission. (V.A.6)
- User account information and passwords will be on file with designated school district officials. "Users will not attempt to gain unauthorized access to the school district system" or log in to other accounts and use access codes not assigned to the user. (V.A.7)
- Users will not intentionally violate "copyright laws or usage licensing agreements" or "use another person's property without the person's prior approval or proper citation". This includes downloading or exchanging stolen digital content or materials or ideas as well as knowingly "plagiarizing works they find on the Internet". (V.A.8)

- Users will not conduct business, “for unauthorized commercial purposes or for financial gain unrelated to the mission of the school district” or “to purchase goods or services for personal use” without authorization. (V.A.9)
- Users “will not engage in bullying or cyberbullying in violation of the school district’s Bullying Prohibition Policy (MSBA/MASA Model Policy 514). This prohibition includes using any technology or other electronic communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.” (V.A.10)

For more detailed information about the [Acceptable Use Policy #524](#) please go to the District tab on the District web page and click on “School Board” and “District Policies”.



Cannon Falls Area Schools

1:1 Technology Initiative - Image Consent



Overview:

We ask for parental/guardian consent to use your student's image in print, internet, video or other forms of media to celebrate student achievement or share information about recent or upcoming events and activities. This consent does include the annual yearbook.

If you wish for the school to **NOT** use your student's image, you must submit a written request to opt out to the Elementary or MSHS school principal(s).