



# NORTH PANOLA SCHOOL DISTRICT

## Staff and Student Mobile Device and Technology Equipment Policy

### Introduction

The policies, procedures and information within this document apply to all computers and electronic devices used within the North Panola School District (NPSD). Teachers may set additional classroom rules for the use of any electronic equipment or communications equipment used in their classrooms. Staff/Students are granted the opportunity to use mobile devices (i.e. Chromebooks, laptops, and computers, etc.) to enhance understanding, increase learning, and to prepare them to become global citizens. All technology equipment is purchased by the taxpayers of the district to be used as an educational tool and needs to be used that way during instructional time. Failure to mobile devices for educational use at any time may result in the loss of computer privileges and/or monetary fines to replace or repair damaged property.

The use of NPSD networks, accounts, or equipment is subject to the Acceptable Use Policy (AUP). This policy is in addition to and does not replace the AUP.

### General Precautions

- Staff/Students are responsible for the general care of any electronic equipment during their possession. Any equipment that is not working, broken, or fails to work properly should be reported to the teacher so the Technology Department can be notified. General precautions are as follows:
- No food or drink is allowed next to mobile devices or computers.
- Cords, cables and removable storage devices must be inserted carefully into the appropriate slots.
- Staff/Students should never carry their mobile devices while the screen is open, unless directed to do so by a staff member.
- Mobile devices should be logged out and shutdown before placing them back in the storage carts to conserve battery life.
- All mobile devices must remain free of any writing, drawing stickers, or labels that are not the property of the North Panola School District.
- Mobile devices must never be left unsupervised.

### Screen Care

- Mobile device and computer screens can be damaged if subjected to rough treatment. The screens of mobile devices are particularly sensitive to damage from excessive pressure on the screen.
- Do not lean on the top of mobile devices when they are closed.
- Do not place anything near the device when it is closed.
- Do not poke the screen.
- Do not place anything on the keyboard before closing the lid (i.e. pens, pencils, or disks).
- Do not bump the devices against walls, floors, etc. as it will eventually break the screen.
- Do not carry the device by the screen!

### Damage Caused by Carelessness

Much of the damage that occurs is the result of student carelessness. Damages caused by carelessness is not considered "Accidental Damage". Chromebook, keyboard, monitor, etc. damage resulting from carelessness will be assessed a fee for any needed repairs not to exceed the replacement cost of the device. Examples of student carelessness would be broken screens, keys missing from keyboards caused by students picking them off, drawing on the trackpad of Chromebooks and laptops, etc. When asked how the damage occurred, the answer "I don't know" or similar responses will not change the determination that such damage was caused by carelessness. Habitual damage is also considered student abuse. Please reference Figure 1 below for visual examples of damage caused by carelessness.

**Figure 1: Damage Caused by Carelessness**



**Cost of Repairs**

Students will be held partially responsible for **ALL** damage to any device damage by their negligence and/or carelessness including but not limited to: broken screens, hinges, missing keys, etc. Mechanical failures will be covered by NPSD. All repair charges will be the sole responsibility of the student. A parent, guardian or custodian of a compulsory-school-age child enrolled in a public school district shall be responsible financially for his or her minor child's destructive acts against school property or persons [See Mississippi Code § 37-11-53(2)(a)]. Any public school district shall be entitled to recover damages in an amount not to exceed Twenty Thousand Dollars (\$20,000.00), plus necessary court costs, from the parents of any minor under the age of eighteen (18) years and over the age of six (6) years, who maliciously and willfully damages or destroys property belong to such school district [See Mississippi Code § 37-11-53(4)].

Replacement costs are estimated as follows, but may be assessed in a higher amount depending on the type and extent of damage:

<b>Device</b>	<b>Cost</b>
11-inch Chromebook	\$190
14-inch Chromebook	\$260
Computer	\$800.00 or greater
Monitor	\$200 (*Prices varies by size)
Keyboard	\$30.00
Mouse	\$10.00

**Acceptance of this Policy**

I agree to the stipulations set forth in the above document including the Acceptable Use Policy when I sign the Student Contract Agreement Form for the North Panola School District Policy on the District Provided Access to Technology Resources in the student handbook.