

# OKSD 1:1 Laptop Guidelines

## General Overview

Okanogan students grades 6<sup>th</sup>-12<sup>th</sup> will be assigned a laptop for educational use at school and at home.

## Laptop Check-out

Students will be issued a device at the beginning of the 2021-2022 school year, and will have the capability to take the laptop home.

## Filtering and Monitoring

The Okanogan School District filters the online content utilizing filtering software at school, and at home through a 3<sup>rd</sup> party vendor. Objectionable content is determined locally, and in conjunction with the ESD.

- A. Filtering is not a guarantee that 100% of inappropriate content will be blocked. Each student is to be responsible for his/her use of the internet and avoid objectionable sites;
- B. Attempts to bypass filtering or hide internet activity is prohibited and will result in disciplinary action;
- C. Student email accounts assigned by Okanogan School District are filtered and will only allow in-network communication (only teachers and students may communicate to each other, outside parties will be blocked)

## 1:1 Optional Laptop Insurance Information

Okanogan School District has developed an optional insurance program for student laptops, and like textbooks and other school property issued to your child, there is a responsibility to take care of these valuable resources. Below is an explanation as to how the insurance program works, as well as the fee schedule involved.

### Insurance cost:

Before laptop roll out, a premium of \$20.00 is to be paid by the student to enroll in the insurance program. For families who have more than one student enrolled in the school (6<sup>th</sup>-12<sup>th</sup>), each additional student will be an additional \$5. Payment assistance may be available for those who qualify. Insurance can be purchased in the Middle or High School office.

### Broken/Damaged Devices:

Those enrolled in the insurance program will not be charged for a first-time damage occurrence. A maximum of one break per year will be covered, with exception to the parts listed in figure 1:1 below. Any damage done after the first occurrence will be the responsibility of the student to pay in full. Damage done to devices that is found to be blatant abuse or damaged purposefully, will be replaced and/or repaired at the cost of the student.

**Lost/Stolen Laptop:** In the event that a laptop is lost or stolen, the student is responsible to pay to replace the laptop based on the fee schedule below. Those enrolled in the insurance program will pay a deductible of \$50.00 to replace the device. Participation in extracurricular activities will be suspended until a payment plan is set up, or the fine is paid in full. Payment plans can be arranged through the District Office. Enrollment in insurance for the second laptop will not be allowed within one school year, and any damage/loss to the device will be the responsibility of the student to pay in full. In the event that a laptop is found/recovered in good, working order, the student will be refunded the deductible or replacement fee.

### Laptop Peripherals (Charger/Headphones/Case):

A charger and case will be issued with every laptop. In the event of loss or damage to the charger or case, the student will be responsible for the replacement. (Optional insurance is not applicable to peripherals.) (See figure 1:1) Students are responsible for the replacement cost of lost chargers (*See fee schedule below*). Any damage at all to the charger will warrant replacement, and the replacement cost will apply. If a student is issued a set of headphones, students will be responsible for the replacement cost of lost/damaged headphones.

**1:1 2021-2022 Technology Fee Schedule:**

| <b>Replacement Part/Damage</b>         | <b>Fee w/o Insurance</b> | <b>Fee w/Optional Insurance</b>                                |
|--|--------------------------|--|
| Laptop                                 | \$625.00                 | \$50.00 deductible   |
| Screen                                 | \$150.00                 | No charge for first occurrence                                 |
| Plastic Cover (top/bottom)             | \$50.00                  | No charge for first occurrence                                 |
| Motherboard                            | \$100.00                 | \$25.00 deductible (first occurrences, no coverage after that) |
| Keyboard/Track pad                     | \$75.00                  | \$25.00 deductible (first occurrence, no coverage after that)  |
| Camera                                 | TBD                      | No charge for first occurrence                                 |
| Headphones (if checked out to student) | \$25.00                  | \$25.00  |
| Battery                                | \$50.00                  | No charge for first occurrence                                 |
| Port Replacement                       | \$15.00                  | No charge for first occurrence                                 |
| WIFI Card                              | \$20.00                  | No Charge for first occurrence                                 |
| Placing Stickers/Drawing on Laptop     | \$5.00                   | \$5.00   |
| Charger                                | \$25.00                  | \$25.00  |
| Case                                   | \$25.00                  | \$25.00  |

**I have read the laptop guidelines, in addition to the Technology Acceptable Use Procedures with my student and am aware myself and my student are responsible for the device.**

Parent Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Student Signature: \_\_\_\_\_