



CHROMEBOOK RESPONSIBILITY FORM

2023-24

OVERVIEW

The Pottstown School District will provide students with a taxpayer-funded Chromebook which the student and parent is financially responsible for and must reimburse the district if lost, stolen, or damaged. More details about the rules and guidelines are available on the district website: [1:1 Student Handbook](#).

Students are responsible to adhere to the Pottstown School Board of Directors' Policy 815: Utilization of Technology and the rules provided in the Chromebook Rules and Resources section of our website located here: [Chromebook Rules and Resources -- Technology Policy 815](#).

“YOU BREAK IT, YOU BOUGHT IT” & Other Important Rules:

- You are financially responsible for any damage, breakage, theft or loss of district-issued Chromebooks
- If we do not receive this signed Chromebook Responsibility form, a device **WILL NOT** be issued.
- The Chromebook must stay in the district-issued case, if applicable.
- Charge your Chromebook each night so it is ready for school. The battery should last 10 hours if fully charged.
- Chargers should not be brought to school, but you must return the chargers upon request, in working order.
- When the Chromebook is collected, the collection includes the device assigned to the student, the case, the charger block, and the charger cable.
- Chromebooks are on loan from the district and will need to be returned when requested.
- All repairs must be done through the Pottstown School District.
- The Chromebooks are attached to a serial number that will be associated with your student ID. Additionally, the serial number cannot be covered with stickers.
- The Chromebook can only be logged in with a valid Pottstown email address and password.
- The district maintains the ability to track, locate, and lock a lost or stolen Chromebook.
- The Chromebook is the property of the school district, and the user has no expectation of privacy.
- **If a student debt is incurred due to damage, loss, etc of a Chromebook, that debt must be satisfied in order for the student to be eligible for any co-curricular activity, including graduation, prom, sports, dances, etc.**

HIGHLY RECOMMENDED CHROMEBOOK INSURANCE

- The CHROMEBOOK insurance fee is \$35/student/year.
 - The district will provide an **EARLY BIRD RATE OF \$30** per student if payment is **RECEIVED NO LATER THAN** August 17, 2023.
 - **THE DISTRICT WILL NOT INVOICE ANY FAMILY ABOVE THREE STUDENTS OR A TOTAL OF \$105.**
- Online credit card payment for the optional insurance can be made through [MySchoolBucks](#). The link is also on the district website and additional instructions to access MySchoolBucks can be found by [clicking here](#).
- This fee **WILL** cover accidental damage repair to the Chromebook assigned to the student.
- This fee **WILL NOT** cover intentional damage, loss, theft, or damage caused by spills. It will also not cover outright loss of the Chromebook or replacement of Chromebook cover, charger, or cable.
- Intentional mistreatment caused by the assigned student user, or by an individual other than the assigned user, will result in disciplinary action including the repair or retail replacement cost as well as potential police involvement.
- In the event of an incident, any applicable charges must be paid before a replacement Chromebook can be issued.
- **BY DECLINING**, or opting out of the accidental damage insurance, **YOU AGREE TO PAY THE FULL REPAIR OR RETAIL REPLACEMENT CHARGE** for any damage caused when using the device in or out of school, which is the same requirement for any other school-issued material. Below are the charges the district **WILL INVOICE PER STUDENT** if the accidental damage insurance **IS DECLINED**:

CHROMEBOOK PART	WITH OPTIONAL INSURANCE (COVERED FOR ACCIDENTAL DAMAGE ONLY)	WITHOUT OPTIONAL INSURANCE
COMPLETE CHROMEBOOK REPLACEMENT	COVERED	\$275
Battery	COVERED	\$120
Barrel Charger (Older Models Only)	COVERED	\$30
Bezel/Protective Cover	COVERED	\$15
Camera/Mic	COVERED	\$20
Case	COVERED	\$45
DC In Jack (Older Models Only)	COVERED	\$15
Hinge Covers	COVERED	\$15
Keyboard	COVERED	\$25
LCD Touch Screen	COVERED	\$100
Motherboard* <i>*The cost to replace the motherboard is the same cost to replace the entire Chromebook</i>	COVERED	\$275
Power Adapter -USB C	COVERED	\$45
Speakers	COVERED	\$10
Trackpad	COVERED	\$40
USB Daughterboard (Older Models Only)	COVERED	\$35

HIGHLY RECOMMENDED INSURANCE FORM

This Student Chromebook Responsibility Form (the "Agreement") ensures that equipment supplied by Pottstown School District (the "District") will be used and maintained in its original condition, reasonable wear and tear excepted, by the student who signs it ("Student"). By signing this form, the student will demonstrate reasonable care with respect to the security and physical well-being of the equipment assigned to his/her care.

I CERTIFY that the following student(s) does not have a sufficient computer for remote learning when not physically attending school.

- Sufficient computer refers to a laptop, desktop., or tablet that the student can use whenever they need to complete homework or attend online classes. A smartphone is not considered a computer.
- Remote learning includes off-campus educational activities while the student is not physically in a school building. Homework and virtual online classes are both considered remote learning.

I UNDERSTAND any computer device loaned to my student is the property of the School District, is expected to be returned undamaged and in working order, and I will notify the District immediately should the device be damaged, lost, or stolen.

Your acceptance of a Chromebook acknowledges you read and understand:

- Pottstown's School Board of Directors' Policy 815: Utilization of Technology.
- 1:1 Student Handbook.
- That if the equipment is not returned to the District in its original condition (reasonable wear and tear excepted, as determined exclusively by the District), or if the equipment is damaged or lost due to Borrower's negligence or not using reasonable care, Borrower agrees to be financially responsible for the replacement value of the equipment (including loaner Chromebooks).
- That all information stored on equipment carries no expectation of privacy and is property of the District.

HIGHLY RECOMMENDED INSURANCE SELECTIONS (MUST SELECT ONE):

Please note if you wish to select different options for each student, then complete a different form for each. Otherwise, you can complete a single form covering all students in your household.

_____ I want my child to receive a Chromebook and **WILL PAY FOR THE RECOMMENDED INSURANCE** via [MySchoolBucks](#) on the device at the cost of \$35/student/year (\$30/student/year if payment is received before August 17, 2023). I understand that checking this option does not guarantee optional insurance coverage **UNTIL** the District receives payment.

_____ I opt out of the optional insurance program. **I UNDERSTAND THAT I MUST PAY THE REPAIR OR RETAIL REPLACEMENT CHARGE** for any damage caused by your child when using the device in or out of school.

List **ALL** students in the household with Chromebook:

ID Number: _____ Student Name: _____

ID Number: _____ Student Name: _____

ID Number: _____ Student Name: _____

ID Number: _____ Student Name: _____

ID Number: _____ Student Name: _____

ID Number: _____ Student Name: _____

Parent/Guardian Printed Name: _____

Parent/Guardian Signature: _____

Date: _____