



Updated July 2024

Azle ISD Student 1-1 Device Agreement

For Student Issued Devices

1. GENERAL POLICY

- a. Azle ISD will have computer devices in Pre-K to 5th grade classrooms for student use that stay at the school. 6th – 12th grade students will be assigned a computer device that they are responsible for. The devices are a tool and resource to enhance their learning. This program will aid the delivery of instruction to help our students become effective users and communicators of information.
- b. The policies, procedures, and information contained within this document apply to all students issued devices used in Azle ISD. Teachers and administrators may set additional requirements for use in their classroom. Azle ISD reserves the right to modify the program and agreement as needed.
- c. A student may use his/her own personal device in lieu of a district-provided device. However, personal devices are not supported or protected by the district.
- d. You have no rights of confidentiality when using the Azle ISD device. You have no expectation of privacy when using the Azle ISD device. The device and its usage may be reviewed at any time at the sole discretion of Azle ISD, including but not limited to contents of email, photographs, videos, information regarding your internet usage, applications (“apps”), and network communications. You may be disciplined in connection with inappropriate or unauthorized use of the device.
- e. Students may be selected at random to provide their device for inspection to check for restricted images, settings, damage etc.
- f. At all times, the device is the property of Azle ISD and is maintained by Azle ISD. Your right of possession and use is limited to and conditioned upon your full and complete compliance with this Agreement and the Azle ISD Student Technology Acceptable Use Policy. Azle ISD reserves the right to use geo location services to locate devices.

2. RECEIVING YOUR DEVICE

- a. All 6th – 12th grade students will be issued a device and will be responsible for caring for this device according to the terms of this agreement. This includes paying for lost or damaged devices.

Students in Pre-K to 5th grade will be responsible for intentional damage, and damage from abuse or misuse of the device.

3. RETURNING YOUR DEVICE

- a. Students may be instructed to take devices home for the summer. If a student withdraws, or is expelled from Azle ISD prior to the end of the school year, or moves during the summer, the

device and accessories must be returned at that time.

4. FAILURE TO RETURN THE DEVICE

- a. Individual devices and accessories must be returned to Azle ISD. If a student fails to return the device and accessories at the end of the school year or upon termination of enrollment in Azle ISD, the student will be responsible for the replacement cost of the device and accessories. Failure to return the device will result in a theft report being filed with the local police department. The student will be responsible for any damage to the device, consistent with the terms of loss/damaged devices addressed within this agreement.

5. RESPONSIBILITIES

- a. Student Responsibilities
 - i. Care of your device - Students are responsible for the general care of the device they have been issued by the district. Devices that are broken or fail to work properly should be taken to the technology staff responsible for devices for an evaluation of the equipment.
 - ii. The device screens can be damaged if subjected to rough treatment. The screens are particularly sensitive to damage from excessive pressure on the screen.
 - 1. Do not lean on the screen of the device.
 - 2. Do not place anything near the device that could put pressure on the screen.
 - 3. Do not “bump” the device against lockers, walls, car doors, floors, etc.
 - 4. Do not use sharp objects (pens, pencils, etc.) on the screen.
 - iii. Cords and cables must be inserted carefully into the device to prevent damage.
 - iv. Devices must remain free of any writing, drawing, stickers, or labels that are not the property of Azle ISD.
 - v. Devices must never be left in an unlocked locker, car or any unsupervised area, including locker rooms, the library, or the cafeteria.
 - vi. Students are responsible for keeping their device battery charged for school each day.
 - vii. Access to another person’s account or device without consent or knowledge is considered hacking and is prohibited. This is subject to discipline in accordance with the Student Handbook and Code of Conduct.
 - viii. Help Azle ISD protect our computer system/device by contacting the technology staff responsible for devices about any security problems you encounter. i.e., If you should receive an email containing inappropriate or abusive language or if the subject matter is questionable, you should notify a teacher or an administrator.
 - ix. If you inadvertently access a website that contains obscene, pornographic or otherwise offensive material, notify a teacher or an administrator immediately so that such sites can be blocked, and you may not be disciplined for breaking the Acceptable Use Policy or Student Code of Conduct.
- b. Prohibited Activities. Students are prohibited from all of the following:
 - i. Loaning devices or other equipment to other students.
 - ii. Allowing siblings and friends the use of your Azle ISD - issued device.
 - iii. Borrowing a device from another student.
 - iv. Sharing passwords with others.

- v. Attempting any repairs to the device.
 - vi. Installing or transmitting copyrighted materials.
 - vii. Overriding the software limitations on the Azle ISD issued device designed to preclude the use of applications beyond control from the device's manufacturer.
 - viii. Doing any action that violates Board Policy, the Acceptable Use Guidelines, this User Agreement, the Student Code of Conduct, or federal/state law.
 - ix. Sending, accessing, uploading, downloading, or distributing offensive, profane, threatening, pornographic, obscene, or sexually explicit materials.
 - x. Cheating, including the use of chat rooms, sites selling term papers, book reports and other forms of student work.
 - xi. Downloading unauthorized apps.
 - xii. Sending mass or inappropriate emails. (Spamming)
 - xiii. Gaining access to other students' accounts, files, and/or data.
 - xiv. Giving out personal information, for any reason, over the internet. This includes, but is not limited to, setting up internet accounts including those necessary for chat rooms, email, proxy sites etc.
 - xv. Participating in credit card fraud, electronic forgery or other forms of illegal behavior.
 - xvi. Vandalizing (any malicious attempt to harm or destroy hardware, software or data, including, but not limited to, the uploading or creation of computer viruses or computer programs that can infiltrate computer systems and/or damage software components) of school equipment will not be allowed.
 - xvii. Transmitting or accessing materials that are obscene, offensive, threatening or otherwise intended to harass or demean recipients.
 - xviii. Bypassing the Azle ISD web filter or monitoring through a web proxy, VPN, or by any other means.
 - xix. Participating in online defamation, harassment, or cyberbullying of another student. This includes, but is not limited to, the use of social media or websites to share disparaging information that another student might reasonably find offensive or malicious.
 - xx. Allowing the presence of pornographic materials, inappropriate language, weapon related content, alcohol, drug, and/or gang related symbols or pictures will result in disciplinary action. This includes but is not limited to screen savers, background pictures, saved pictures and videos, internet history, or downloaded materials.
- c. Parental Responsibilities
- i. Talk to your children about values and the standards that your children should follow on the use of the internet. You can access tips for internet safety and monitoring your child's safe and effective use of the internet at <http://www.isafe.org>.
 - ii. Monitor student use of the device while out of school.
- d. District Responsibilities
- i. Provide wireless internet access for all students at school.
 - ii. Provide internet blocking of inappropriate materials according to CIPA guidelines.
 - iii. Provide instruction on responsible and safe internet use.

6. STUDENT USE WHILE AT SCHOOL

- a. Use of your device in class is at the discretion of the classroom teacher. All devices should remain put away until the classroom teacher instructs students to open them and use them.
- b. Devices will primarily be used for supplementing the instruction of the classroom teacher.
- c. Sound will be muted at all times unless permission is obtained from the classroom teacher for instructional purposes.

7. CONTENT FILTER

All Azle ISD devices are filtered through our content filter in accordance with the Children's Internet Protection Act (CIPA). When Azle ISD devices are taken home, they are still filtered.

8. LOSS OR DAMAGE

- a. If the device is damaged, the student is responsible for the repair fee according to the schedule of fees listed below.
- b. If the device is lost or stolen, the student is responsible for the full replacement cost of the equipment according to the schedule of fees listed below.
- c. If any accessories are lost or stolen, the student is responsible for the full replacement cost of the equipment according to the schedule of fees listed below.
- d. In cases of theft, vandalism and other criminal acts, a police or fire report **MUST** be filed by the student and/or parent (depending on age of student) to Azle ISD Police, and the student and parents agree to cooperate with all reasonable requests of Azle ISD and law enforcement in the investigation, prosecution, and recovery of the device. A copy of the police/fire report and the replacement fee must be provided to technology staff before a replacement device will be issued to the student.
- e. Loss, damage or theft of the property must be reported to technology staff by the next school day after the occurrence, and a copy of the police report must be provided to the technology department. If damage, loss, or theft occurs, a replacement device will not be issued until all fees have been paid.
- f. Azle ISD is not responsible for locating your device. However, technology staff is willing to help assist in any way if possible.

9. FEES

- a. Physical damage that is repairable (includes screen, keyboard, etc.) - \$25.00
- b. Total loss due to accidental damage, such as an unrepairable device due to a liquid spill - \$200.00
- c. Lost or stolen - \$300.00 (full replacement cost of device)
- d. Lost or damaged power cord - \$20.00

For charges of \$200 or \$300, if needed, an initial payment of \$50 may be made to receive a replacement device and the remaining balance can be paid on a payment plan.