



**CROWLEY ISD STUDENT  
PARENT IPAD USE AGREEMENT / POLICY  
2013 - 2014**

**NOTE:**

In this agreement "we", "us" and "our" means Crowley ISD and "you" and "your" means the parent/guardian and student enrolled in Crowley ISD. The "property" is an Apple iPad mini owned by the Crowley Independent School District.

**Terms:**

You will pay a nonrefundable annual technology fee of \$50 [\$10 for students who qualify for free lunches and \$25 for students who qualify for reduced lunches] before taking possession of the Apple iPad mini.

You will comply at all times with the Crowley ISD *Student Handbook and Code of Conduct*, including the *CISD Student Technology Acceptable Use Policy* on page 44.

Failure to comply may terminate your rights of possession effective immediately, and we may repossess the iPad mini.

***CROWLEY ISD PROVIDES THE APPLE IPAD MINI "AS-IS". CROWLEY ISD MAKES NO WARRANTIES, EXPRESS OR IMPLIED, OF MERCHANTABILITY, MARKETABILITY, FITNESS FOR A PARTICULAR PURPOSE OR OTHERWISE, EXCEPT AS SET FORTH HEREIN. ANY IMPLIED WARRANTIES ARE EXPRESSLY DISCLAIMED AND EXCLUDED.***

**Title:**

At all times, the legal title to the iPad mini is maintained by Crowley ISD. Your right of possession and use is limited to and contingent upon your full and complete compliance with this *Agreement* and the *CISD Student Technology Acceptable Use Policy*, which is available on the website of each school and the CISD website: [www.crowleyisdtx.org](http://www.crowleyisdtx.org).

Electronic resources owned by the District should not be released to anyone including, but not limited to, law enforcement agencies. The District will cooperate fully with local, state, or federal officials in any investigation concerning or relating to violations of computer crime laws. **YOU HAVE NO RIGHTS OF CONFIDENTIALITY WHEN USING THE IPAD.** Contents of email, information regarding your Internet usage, and network communications may be reviewed at the sole discretion of Crowley ISD. By signing this Agreement, you further acknowledge that Crowley ISD is required by law to comply with the Texas Public Information Act <https://www.tsl.state.tx.us/agency/customer/pia.html>.

As such, you agree to fully and timely comply with any and all directives issued by Crowley ISD in its efforts to comply with the Public Information Act. You further recognize that this may mean that email content, Internet use history, network communications, and other similar information shall be releasable to third parties, if so required by law.

## Overview

The Crowley Independent School District (CISD) views the use of electronic resources as central to the delivery of its educational program and expects that all students will use electronic resources as an essential part of their learning experiences. It is the policy of CISD to maintain an environment that promotes ethical and responsible conduct in all electronic resource activities. With this privilege and extraordinary opportunity to explore resources come responsibilities for the student and for the parent/guardian.

When signing the CISD iPad Student/Parent Agreement and CISD Technology Acceptable Use Policy, you are acknowledging that you understand and accept the information in this document.

### ***CISD students and families must understand that:***

1. All students are allowed access to electronic resources unless the school is notified in writing by the parent/guardian.
2. The term “equipment” or “technology” refers to mobile devices, batteries, power cord/chargers and cases. Each piece of equipment is issued as an educational resource. The conditions surrounding this equipment can be equated to those of a textbook, a school-issued calculator, or athletic equipment.
3. All users of the CISD network and equipment must comply at all times with the Crowley Independent School District, CISD iPad Student/Parent Agreement and CISD Technology Acceptable Use Policy, as well as the CISD Student Code of Conduct.
4. Mobile devices are on loan to students and remain the property of CISD.
5. All users are accountable to all school, district, local, state, and federal laws.
6. Students and families must follow all guidelines set forth in this document, CISD iPad Student/Parent Agreement, and by CISD staff.
7. All rules and guidelines are in effect before, during, and after school hours, for all CISD technology equipment whether on or off District property.
8. All files stored on CISD equipment or the CISD network are property of the district and may be subject to review and monitoring.
9. Students are expected to keep the equipment in good condition. Failure to do so may result in a repair or replacement fee. (See Fee Schedule on page 8)
10. Students are expected to report any damage to their mobile device as soon as possible. This means no later than the next school day.
11. Students are expected to report lost or stolen equipment to campus police as soon as possible.
12. Students who identify or know about a security problem are expected to convey the details to campus personnel as soon as possible without discussing it with other students.

13. Students are expected to notify campus personnel as soon as possible if they come across information, images, or messages that are inappropriate, dangerous, threatening, or make them feel uncomfortable.

14. All users are expected to follow existing copyright laws and educational fair use policies.

15. Students may only log in under their assigned username. Students may not share their password with anyone, however, students are encouraged to share their password with their parent/guardian.

16. Students may not loan equipment to anyone for any reason. Students who do so are responsible for any loss or damage of equipment.

17. Mobile devices come with a standardized profile already loaded which shall not be removed. Removal of this profile will result in an inability to access CISD network resources. Removal of the profile may also result in non-compliance with CIPA (Children's Internet Protection Act) under federal law. A \$15 fee will be assessed each time the profile is removed, and may result in disciplinary action. <http://www.fcc.gov/guides/childrens-internet-protection-act>.

18. All students have access to an iOS app called SkyDrive (or a comparable app determined by the campus) on which to store data. It is the responsibility of the student to see to it that critical files are backed up regularly to this location.

19. Any failure to comply with District rules and guidelines may result in disciplinary action. CISD may remove a user's access to the network without notice at any time if the user is engaged in any unauthorized activity.

20. CISD reserves the right to confiscate the property at any time.

### **Insurance Coverage, Loss or Damage:**

If the equipment is lost, stolen, or damaged and the student does not have the supplemental insurance, the student will be required to pay CISD for replacement or repair of equipment. See Fee Schedule on Page 8.

Once replacement or repair fee is paid, the student will be issued a replacement or repaired equipment, however, supplemental insurance will be required in order to receive a replacement.

### **Financial Hardships:**

Based on TEC 11.158, the School District may require payment of a reasonable fee, not to exceed the actual annual maintenance cost for the use of technology equipment. If this fee creates a financial hardship on you or your parent(s) in obtaining an iPad mini, please contact campus administration about payment options.

**Supplemental Insurance Option:**

You have the option to purchase a third-party supplemental insurance plan. The table shown below lists various insurance plan options. The following losses will be covered on and off school grounds:

- Accidental damage
- Theft
- Fire/flood
- Natural disasters
- Vandalism
- Power surge due to lightning

Select Policy	Coverage	Deductible	Total Cost
Option 1	\$309	\$50	\$32.00
Option 2	\$309	\$25	\$35.00

For enrollment information, contact:



[www.gocare.com/crowley](http://www.gocare.com/crowley)

If the iPad, case, cables, and/or cords are damaged, lost, or stolen, you are responsible for the reasonable cost of repair or its fair market value on the date of loss, including the appropriate deductible insurance coverage and any loss or damage not covered by insurance. Loss or theft of the property must be reported to Crowley ISD by the next school day after the occurrence, and a copy of the police report must be provided to the District. High School seniors must clear all records and pay all fees before participating in graduation ceremonies. If the iPad, case, cables, and/or cords are damaged, lost, or stolen, you must immediately report such damage, loss, or theft to the Police Department; staff are available 24 hours per day seven days a week.

**Repossession:**

If you do not fully comply with all terms of this Agreement and the CISD Student Technology Acceptable Use Policy including the timely return of the property, Crowley ISD shall be entitled to declare you in default and come to your place of residence, or other location, to take possession of the iPad mini.

**Term of Agreement:**

Your right to use and possess the iPad mini terminates no later than the last day of the school year, unless otherwise terminated earlier by Crowley ISD, changing school within Crowley ISD, or upon withdrawal from Crowley ISD.

**Appropriation:**

Your failure to return the property in a timely manner will be considered unlawful appropriation of

the Crowley ISD property. Your continued use of the iPad for non-school purposes without our consent may also be considered unlawful appropriation of the District's property.

### **Use of iPad Minis on Network:**

You must be joined to our Mobile Device Management software in order to utilize CISD technology resources. If you remove the MDM profile, we will receive an email, your iPad mini will be taken up, and a \$15 reinstallation fee will be assessed.

### **Storage:**

The iPad mini affords limited electronic storage space. If you are lacking a sufficient amount of storage space on the device, you will be required to delete apps, music, photos, and so forth, in order to make necessary educational-related programs accessible.

You are encouraged to back up, duplicate or archive files to an independent storage space. It is recommended that you email documents to yourself for storage using alternative methods. You may also utilize "cloud" storage programs, which allow access to documents from other computers via the Internet. It is your responsibility to ensure that work is not lost due to mechanical failure, accidental deletion or profiling.

### **Internet Safety:**

There are many sites on the Internet that can be potentially dangerous to minors. Crowley ISD makes every effort to block these sites both inside and outside of the District by installing a filtered browser and global proxy on each device. You **MUST** use the filter when gaining access to the Internet. You are in violation of District policy if you use software utilities or other means to access content blocked by school filters. Parents may want to further restrict home access. For more information about Internet safety, you may go to [www.isafe.org](http://www.isafe.org).

### **iPad Mini Set-Up:**

Prior to Receiving an iPad Device:

- You can do this by logging into a desktop/laptop computer from within the District.
- You are responsible for creating a valid school iTunes or AppleID user account. Set-up of these profiles will be done at school.
- You are responsible for setting up a password retrieval profile

### **Inappropriate Content:**

Inappropriate content will not be allowed on iPad mini devices. (See CISD Student Technology Acceptable Use Policy)

Presence of pornographic materials, inappropriate language, weapon-related content, alcohol, drug, and/or gang related symbols, pictures, or any other activity deemed inappropriate by campus staff and administration will result in disciplinary action and appropriation of the device.

### **Use for Non-School-Related Purposes:**

School District computers, electronic devices, networks and Internet services are provided for purposes related to educational programs, school operations, and performance of job responsibilities. Limited personal use is permitted as long as such does not violate this policy and the accompanying rules, the CISD Student Technology Acceptable Use Policy.

### **Sound:**

Sound will be muted at all times unless permission is obtained from the teacher for instructional purposes.

### **Deleting Apps:**

iPad Minis will have security applications installed. Deletion of security-related apps is prohibited, including the MDM. Doing so may interfere with your ability to complete class work and will result in disciplinary action.

### **Music, Books and Apps:**

Music, books, and apps not provided by the District can be downloaded through your personal iTunes account at your expense. Content must be school appropriate and follow all terms of this *Agreement* and the *CISD Student Technology Acceptable Use Policy*. When iPad minis are returned, you will lose all downloaded content unless it has been stored on “iCloud”

### **Recording Feature and Camera:**

***The iPad mini comes equipped with a microphone, front and rear-facing camera, and video capacities. Crowley ISD retains the rights concerning any recording and/or publishing of any student or staff member’s work or image. You must obtain permission from the principal, or designee, before recording an individual or group, or before publishing a photograph or video of any school related activity. Unauthorized recordings are subject to disciplinary action in accordance with the CISD Student Acceptable Use Policy.***

### **No Loaning or Borrowing iPad minis:**

- Do NOT loan iPad minis or other equipment to anyone.
- Do NOT borrow an iPad mini from another student.
- Do NOT share passwords or usernames with others.

### **Setting Security Passcodes:**

You SHOULD set a security passcode on your iPad mini. This passcode should be known only by you to ensure the iPad mini is only used by you. The School District has the right to bypass the security code.

Access to another person’s account or iPad mini 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*.

**Modification of the iPad mini:**

- You should NOT modify the iPad mini in a way that will permanently alter either physically and/or electronically.
- You should NOT apply marks, stickers, or other decorations to supplied iPad mini cover.
- You should NOT remove supplied cover or screen protector from the iPad mini.

**iPad Minis are Required Each Day in Class**

- You are required to bring fully charged iPad minis to class.
- When appropriate, Crowley ISD encourages you to take your iPad mini home at night for class work and recharging. All rules and regulations that are in effect during the school day extend to the use of the iPad mini at home.

**Fee Schedule**

<i><b>Fee</b></i>	<i><b>Standard</b></i>	<i><b>Reduced Lunch</b></i>	<i><b>Free Lunch</b></i>
ipad Replacement	\$309	\$309	\$309
Cord Replacement	\$25	\$15	\$15
Screen Replacement	\$25	\$15	\$15
Case Replacement	\$25	\$20	\$15
Annual Technology Fee	\$50	\$25	\$10
MDM Profile Installation	\$15	\$15	\$15
Teacher Confiscation	\$15	\$15	\$15
Various iPad Repairs	\$25	\$15	\$15

<b>Tech-Related Behavior Violations</b>	<b>Equivalent “Traditional” Classroom Violations</b>
Email, instant messaging, Internet surfing, computer games, and other off-task behavior that disrupts instruction	Passing notes, looking at magazines, games, and other off-task behavior that disrupts instruction
Missing iPad mini, missing case	No binder, missing supplies
Cyber-bullying on or off District property	Bullying, harassment
Damaging, defacing, or endangering equipment	Vandalism, property damage
Using profanity, obscenity, racist terms, or any other behavior deemed inappropriate by campus personnel	Inappropriate language
Accessing pornographic material, inappropriate files, or files dangerous to the integrity of the network	Bringing pornographic or other inappropriate content to school in print form
Using electronic resources account authorized for another person	Breaking into someone else's locker
Use of technology to create, copy, distribute, or make available unauthorized educational materials	Cheating

**Tech Violations** *Behaviors unique to the digital environment without a “traditional” behavioral equivalent per the CISD Student Code of Conduct Handbook, pages 5-6*

### **Misuse of Technology Resources and the Internet**

Students shall not:

- Violate policies, rules, or agreements signed by the student or the student’s parent regarding the use of technology resources.
- Attempt to access or circumvent passwords or other security-related information of the district, students, or employees or upload or create computer viruses, including off school property if the conduct causes a substantial disruption to the educational environment.



- Attempt to alter, destroy, or disable district technology resources including but not limited to computers and related equipment, district data, the data of others, or other networks connected to the district's system, including off school property if the conduct causes a substantial disruption to the educational environment.
- Use the Internet or other electronic communications to threaten district students, employees, or volunteers, including off school property if the conduct causes a substantial disruption to the educational environment.
- Send, post, or possess electronic messages that are abusive, obscene, sexually-oriented, threatening, harassing, damaging to another's reputation, or illegal, including cyberbullying and "sexting," either on or off school property, if the conduct causes a substantial disruption to the educational environment.
- Use email or websites to engage in or encourage illegal behavior or threaten school safety, including off school property if the conduct causes a substantial disruption to the educational environment.

This also includes:

- Chronic, tech-related behavior violations (see Technology Discipline chart)
- Deleting browser history
- Using electronic resources for individual profit or gain; for product advertisement; for political action or political activities; or for excessive personal use
- Making use of the electronic resources in a manner than serves to disrupt the use of the network by others
- Unauthorized downloading or installing software; jailbreaking devices
- Attempts to defeat or bypass the district's Internet filter
- Modification to district browser settings or any other techniques, designed to avoid being blocked from inappropriate content or to conceal Internet activity

### **School-Based Discipline:**

The discipline policies at each school encompass the one-to-one environment. Please reference the materials specific to each school or contact the school directly for details.

### **Progressive Discipline:**

Discipline is progressive. Low-level, first-time infractions will have lesser consequences than

infractions that are repetitive or more serious in nature.

#### Progressive Discipline Steps Example

*The following are for illustration purposes only. The appropriate progressive discipline steps for the individual campuses would apply.*

- Warning
- In-class consequence
- School-based consequences
- Parent contact
- Administration referral
- Loss of mobile device for the class period
- Loss of mobile device or of network access for extended period of time
- Suspension

**Classroom Interventions** For low-level infractions, classroom interventions will be the first level of discipline. This includes, but is not limited to, verbal warnings, seating changes, and teacher contact with home.

**Consequences** CISD may remove a user's access to the network or the mobile device without notice at any time if the user is engaged in any unauthorized activity.

#### Examples of Unacceptable Use

*Unacceptable conduct includes, but is not limited to, the following:*

1. Using the network for illegal activities, including copyright, license or contract violations
2. Unauthorized downloading or installation of any software including shareware and freeware
3. Using the network for financial or commercial gain, advertising, or political lobbying
4. Accessing or exploring online locations or materials that do not support the curriculum and/or are inappropriate for school assignments
5. Vandalizing and/or tampering with equipment, programs, files, software, network performance or other components of the network; use or possession of hacking software is strictly prohibited
6. Gaining unauthorized access anywhere on the network
7. Revealing the home address or phone number of one's self or another person
8. Invading the privacy of other individuals

### **Examples of Unacceptable Use, cont.**

9. Using another user's account or password, or allowing another user to access your account or password
10. Coaching, helping, observing or joining any unauthorized activity on the network
11. Posting anonymous messages or unlawful information on the network
12. Participating in cyber-bullying or using objectionable language in public or private messages, e.g., racist, terroristic, abusive, sexually explicit, threatening, stalking, demeaning or slanderous
13. Falsifying permission, authorization or identification documents
14. Obtaining copies of, or modifying files, data or passwords belonging to other users on the network
15. Knowingly placing a computer virus on a computer or network
16. Attempting to access or accessing sites blocked by the CISD filtering system
17. Downloading music, games, images, videos, or other media without the permission of a teacher
18. Sending or forwarding social or non-school related email

# Crowley Independent School District iPad Parent/Student Agreement

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You shall defend, exempt, indemnify and hold harmless Crowley ISD, its officers, agents, servants, representatives and/or employees from any and all claims, suits, actions, legal proceedings, demands, damages or judgments, including all expenses, attorney fees, witness fees, costs, and costs and expenses of appeals there from, arising out of your use of the iPad mini including, but not limited to, your intentional or negligent acts and/or omissions. This paragraph shall survive termination of this Agreement.

This agreement must be renewed each year. You may choose to make a copy of this agreement.

I understand that if I violate any procedures or rules I may face legal or disciplinary action according to applicable law or District/departmental policy. By signing below, you are agreeing to all terms mentioned in the CISD Student and Parent iPad Usage Agreement/Policy.

## Fee Schedule

<i><b>Fee</b></i>	<i><b>Standard</b></i>	<i><b>Reduced Lunch</b></i>	<i><b>Free Lunch</b></i>
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Various iPad Repairs	\$25	\$15	\$15

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

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Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_