



## 2024-2025 CHROMEBOOK AGREEMENT AND ACCEPTABLE USE POLICY STUDENT/PARENT/GUARDIAN

### Ownership and Possession of the Chromebook

- **Ownership:** I understand Perquimans County Schools is loaning my student a Chromebook. The Chromebook is the property of Perquimans County Schools and must be returned at the end of every school year or when the student withdraws from the school district.
- **Right to Review:** I understand that the Chromebook is the property of Perquimans County Schools, and officials have the right to review all materials stored or accessed on any Chromebook at any time. PCS staff may recall the Chromebook or place additional restrictions on the student's use or possession of the Chromebook at any time and for any reason, with or without prior notice.
- **Termination of Use:** I understand that the right to use the device terminates annually at the date specified by my student's school or when enrollment is terminated for any reason.
- **Unlawful Appropriation:** I understand that failing to return the Chromebook and charger in a timely manner and continue using it for non-school purposes may be considered unlawful appropriation of the school's property.

### Parent/Guardian/Student Responsibility and Appropriate Use of the Chromebook

- **Responsibility:** I agree to ensure that my student returns the device and accessories to the school in good working condition, with no permanent marks or decorations made to the Chromebook or accessories.
- **Monitoring:** I agree to monitor my student's device use to ensure it is appropriate for school and does not violate the Technology Responsible Use Policy or state and federal laws and regulations. (The full Technology Responsible Use Policy, Policy 3225/4312/7320/3228/7323/3220, can be found on the Perquimans County Schools website, <http://www.pqschools.org>, under the "BOE Policies" link.)
- **Compliance:** I understand that my student's failure to comply with the Technology Responsible Use policy and any related codes of conduct specified by my student's school may result in immediate termination of this loan agreement and repossession of the device and accessories.
- **Internet Content:** I understand that while every effort is being made to monitor usage and filter inappropriate and distracting content from the Internet while using the device, the changing nature and size of the Internet make it possible that the student may still encounter some inappropriate content.
- **Generative Artificial Intelligence (AI):** AI tools, when used appropriately and ethically, can support teaching and learning. AI technologies can enhance student learning and creation. That said, usage of AI tools falls under the Perquimans County Board Policy Code: [4310 Integrity and Civility and Policy Code: 3230/7330 Copyright Compliance](#). Using AI to cheat, plagiarize, violate copyright laws, curse, use vulgarity, abuse, use demeaning language, or play dangerous tricks is strictly prohibited, and failure to adhere to Policy Code 4310 may result in academic consequences. If your teacher has not provided specific instructions on how AI tools can be utilized for assignments, it is advisable to seek clarification regarding their expectations to ensure compliance with the school's policies and standards.

Perquimans County Schools' Acceptable Use Policy (AUP) applies to AI ( [Policy Code: 3225/4312/7320 Technology Responsible Use](#)). Misuse of technology will be addressed according to the rules in the student code of conduct.

- **Consent to Use:** I give my consent to my student’s independent use of various educational online tools, the Internet, and the monitoring of student email/Google Apps by school personnel. Your child’s teachers may use G Suite for Education and other third-party applications, including AI tools, for lessons, assignments, and communication, provided these third-party applications comply with the Children's Online Privacy Protection Act (COPPA) and meet the appropriate age requirements. These tools are available anywhere with Internet access. School staff will monitor student use of G Suite for Education and other third-party applications when students are at school.
- **Investigation:** Staff and law enforcement, as appropriate, will investigate each incidence of theft/loss/damage to determine if the student violated the terms of their student loan agreement. They may recommend that the student become a day user and be issued a device to use only during school hours.
- **Reporting:** All instances of loss or damage must be reported within **48 hours** to the school principal or media coordinator.
- **Theft or Loss:** In the case of theft or loss, the device will be disabled immediately. A police report should be filed in the case of theft.
- **Damages:** A tech ticket must be submitted for devices that need repair. We will make our best effort to provide a loaner device if a device is damaged. However, there is no guarantee that loaner computers will be available or issued or that a student device will be replaced with one of an equivalent style, make, or model as the one submitted for repair.

Incident/Damages	Fees
1st accidental incident	No charge
2nd accidental incident	50% of parts/labor costs
3rd accidental incident & beyond	Full cost of repair by the repair company
Lost Chromebook and/or charger	Full cost of replacement
Intentional damage to Chromebook and/or charger	Full cost of repair by the repair company

**Exceptions:**

Issues beyond the student's control, such as power issues, will not incur a charge.

Once damaged chargers are returned to the media coordinator, they will be repaired at no cost to students.

\*\* The Chromebook repair price list can be found at [www.pqschools.org](http://www.pqschools.org) under the technology department.