

# C-A Digital Device POLICY & USAGE RECEIPT OF NOTIFICATION AND UNDERSTANDING

The Chokio-Alberta School's Computer or Device Policy and Usage Handbook is available on the Chokio-Alberta School's website at [www.chokioalberta.k12.mn.us](http://www.chokioalberta.k12.mn.us).

Your signature on this document states that you have read, understand, and agree to abide by the compliance requirements of Chokio-Alberta School's computer or device policy regarding the use of computers or devices and the Internet at Chokio-Alberta Schools. Your signature also states that you authorize Chokio-Alberta Schools to create and utilize "cloud services" accounts that will be under the control of Chokio-Alberta Schools, but which reside elsewhere on the Internet. (Certain cloud services require parental permission for students regardless of the level of control over the account granted to Chokio-Alberta Schools.)

If a Chokio-Alberta Public Schools computer or device is damaged in anyway Chokio-Alberta Schools will assess the computer or device damage and repair or replace the device if the damage is determined to be normal wear and tear. There are situations that are not considered normal wear and tear. These situations include dropping the computer, spilling food or drink on the computer, and wrapping a charger cord to tight that it wires are pulled out of casements or a metal wall connector is broken in the plug of a cord for the charger, etc. **Parents/students will be charged for the full replacement cost of a device/charger/case that has been damaged due to intentional misuse or abuse.** Chokio-Alberta Schools will require that a police report be submitted in cases of theft. Fraudulent reporting theft will be turned over to the police for prosecution. A student making a false report will also be subject to disciplinary action as outlined by the District 771 student disciplinary policy.

We will assess the damage and will always get the best price we can on quality replacement parts.

### Laptops:

Category	Damage	Replacement
Case		\$20
Lost/Replacement Charger		\$20-30
Keyboard		\$30-55
Screen		\$60-75
Lost/Computer Replacement		\$400
Superficial Damage	Starting at \$20	

**Superficial damage** is damage that does not render the device/charger unusable. This includes situations such as peeled casings of computers, and broken hinges or corners, etc.

**Replacement Damage** is damage that would require the device/parts of the device/charger to be replaced because it is unusable. If the motherboard is damaged it will be considered a machine replacement as it is not cost effective to replace it.

\*If a lost computer/device/charger is found, any fees that were assessed will be refunded

## Ipads:

Category	Replacement
Case	\$20
Lost/Replacement Charger	\$20-30
Lost/Ipad Replacement	\$350
Superficial Damage	Starting at \$20

Please check **ONE** of the following options below:

- I accept and will abide by the Chokio-Alberta School's computer or device Policy & Usage Handbook.
- I accept and will abide by the Chokio-Alberta School's computer or device Policy & Usage Handbook. **I DO NOT wish to have my child take home their computer or device.** *(PLEASE NOTE: If you choose this option, students will be asked to turn in their device to the tech department (or classroom teacher) at the end of each school day.*

\_\_\_\_\_  
**Printed Student Name**

\_\_\_\_\_  
**Grade**

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Parent/Guardian Signature (REQUIRED)**

\_\_\_\_\_  
**Date**