



Device Use Agreement

The Princeton Joint Unified School District (PJUSD) plan to continue school during the COVID-19 pandemic utilizes online content and curriculum. Use of personal devices is encouraged. Devices can have Windows, Mac, or Chrome operating systems, but should have a full keyboard.

Chromebooks Available for Students Without a Device

Students who do not have a device that will allow them to access the online curriculum may check out a Chromebook from the school district. Students who check out a Chromebook do assume liability for the district's Chromebook. The student's parents/guardians also assume liability for the device. Further, there is no expectation of privacy when using district technology (regardless of when or where). We monitor technology use and expect students to comply with the Internet Safety Policy signed at the beginning of each year.

The following costs for district Chromebooks are solely estimates, as real costs are subject to change:

Chromebook	~ \$300
Screen	~ \$50
AC Charging Cable	~ \$25
Battery	~ \$50
Case/Outside Cover	Minimum \$50 Charge
Keyboard	~ \$50

District Device Use Agreement

The following contract must be agreed to and signed by a parent/guardian.

This agreement is made effective upon receipt of a device (Chromebook) between PJUSD, the student receiving a device ("Student"), and his/her parent(s) or legal guardian ("Parent"). This agreement is considered an addendum to the PJUSD Student Acceptable Use Policy. The Student and Parent(s), in consideration of being provided with a device, including power adapter, charging cable, and software ("accessories") for use while a student at PJUSD, hereby agree as follows:

1. Equipment:

- a) Ownership: PJUSD retains sole right of possession of the device and grants permission to the student to use the device according to the guidelines set forth in this document and in conjunction with the PJUSD Student Acceptable Use Policy. PJUSD retains the right to collect and/or inspect the device and accessories at any time, including via electronic remote access; and to alter, add, erase or delete installed software (including the device OS) or hardware.

- b) **Equipment Provided:** Efforts are made to keep all device configurations the same. All systems include ample RAM, applications, and wireless network capability. PJUSD will retain records of the serial numbers of provided equipment.
- c) **Substitution of Equipment:** In the event the device is inoperable, PJUSD has a limited number of spares for use while the device is repaired or replaced. This agreement remains in effect for such a substitute.
- d) **Responsibility for Electronic Data:** It is the sole responsibility of the Student to backup indispensable data as necessary. PJUSD does not accept responsibility for any such files or software.
- e) **Responsibility for Installed Software:** The Student may not install any software which violates the PJUSD Student Acceptable Use Policy. Uninstalling any school-provided or OS software or profiles from the device is not permitted. Operating System and Application updates will be run from a central location. Failure to comply will result in disciplinary action.

2. Damage, Loss, or Unreturned Equipment:

- a) **Warranty for Equipment Malfunction:** PJUSD has a limited manufacturer's warranty for the device. The warranty only covers damage to the device caused by manufacturer's defects.
- b) **Responsibility for Damage:** The Student is responsible for maintaining a 100% working device and accessories at all times. The Student shall use reasonable care to ensure that the device and accessories are not damaged. Refer to the Standards for Proper Care document for a description of expected care. In the event of damage or Loss/Theft of the device or accessories, it is the Student's responsibility to notify their school administrative office as soon as possible. In such cases, the Student and Parent will be billed according to the cost of replacement parts. Devices that are unable to be repaired will result in full replacement cost of the device being accessed. Devices that are lost/stolen or not returned will result in full replacement cost of the device and accessories being accessed. Other charges may be determined at the discretion of the school administration.
- c) If the device or accessories are stolen or vandalized while not at PJUSD or at an PJUSD-sponsored event, the Parent shall file a police report.
- d) **Return of equipment:** Students are required to return the device and all accessories to the school administrative office. PJUSD will charge the Student and Parent for any items not returned. Any items that are damaged will be charged to the Student or Parent as well.
- e) **Technical Support and Repair:** PJUSD will provide technical support, maintenance and repair during school hours. Any attempt to repair outside of PJUSD may result in the Student and Parent being charged the full replacement cost of the device or accessories.

3. Legal and Ethical Use Policies:

- a) **Monitoring:** PJUSD will monitor device use using a variety of methods to ensure compliance with PJUSD's Student Acceptable Use Policy and this agreement. Any attempt to "jailbreak" the device or remove the PJUSD profiles will result in disciplinary action.
- b) **Legal and Ethical Use:** All aspects of PJUSD's Student Acceptable Use Policy remain in effect during the use of the device. PJUSD will make every attempt to provide content filtering within the PJUSD network and outside the network. However, PJUSD does not have full control of the information on the Internet or incoming email while off campus.
- c) **File-sharing and Proxy Apps/websites:** The installation and/or use of any Internet-based file-sharing tools or Proxy Apps/websites designed to circumvent filtering software are explicitly prohibited. File sharing programs and protocols like BitTorrent, Limewire, Kazaa, Acquisition and others may not be used to facilitate the illegal sharing of copyrighted material (music, video and images).