

Maine School Administrative District 70
Laptop Take-Home Permission Form

2012-2013

The Apple MacBook laptop that is being provided to your child is part of the Maine Technology Learning Initiative (MLTI) instituted by the State of Maine. This initiative provides one-to-one computer access for all students, grades 7-12, and their teachers in the entire state. The intent of this initiative is to provide students access to technology at home as well as at school, subject to local district control. We, in MSAD 70, want our students to be able to have this tool both at home and school for grades 9-12; grades 7 and 8 will have their laptops at school only. In order for this to happen, the following guidelines have been developed and endorsed by the MSAD 70 School Board.

The computer that your child is being issued is an educational tool and should be used in that capacity. Failure to comply with the Student Computer Acceptable Use Policy and these guidelines will result in loss of laptop take-home privileges.

Before a student is granted permission to take their assigned laptop home, he/she and his/her parent or guardian must attend a Family Orientation Meeting that is offered by the school in the Fall of each school year. If unable to attend, parents must view a presentation at school.

Before a laptop is assigned to a student, the parents or guardians must assume financial responsibility for the laptop, the laptop charger, and laptop case by signing the Laptop Agreement Form.

If the laptop has a failure of an internal part, it is covered by a warranty and will be repaired at no cost. **If the laptop assigned to your child is lost, stolen or damaged through negligence, vandalism, or failure to follow the proper care guidelines, then you are responsible for the cost of repair or replacement.**

MSAD 70 requires payment of a technology fee by each student.

\$30 for one student
\$50 for family

The technology fee covers theft, fire, power surge, natural disasters, and accidental (non-negligent) damage of the laptop both at home and at school. **Damage due to negligence or willful destruction is not covered by this policy.** In such cases, repairs will be the sole responsibility of the student's parents/guardians. School administrators, in consultation with the student, teachers, technology staff and parents, will determine if and to what extent the damage is covered. **Damage or theft of the laptop power adaptor or laptop case is not covered by this policy.**

Replacement cost for a MacBook is approximately \$450. The most common reason for the need to replace a laptop is liquid damage. **Liquid damage is not accidental** and will be considered intentional damage. Damage to the screen (the most expensive part of the MacBook and one that is not covered by a warranty) is approximately \$300. Replacement cost for a MacBook power adaptor is \$45. Replacement cost for a MacBook laptop bag is \$20.

For more information about the technology fee, please contact the school.

A completed and signed Laptop Take-Home Permission Form from a parent or guardian must be on file at school before a laptop is taken home. This form summarizes the procedures and parent/guardian responsibility for the laptop while it is checked out from school.

When a laptop is taken home by the student, the laptop, charger, and its carrying case must be returned to the school on the next school day. Failure to return the laptop on time may result in loss of the privilege of taking the laptop home. It is expected that the laptop will be returned to school with a fully charged battery for use during the school day.

Laptops should not be used while on the bus, while in transit, before/during/after practices or at games, on athletic fields, and at other extracurricular activities except with school personnel permission.

Laptops may be available to take home during school vacations for academic projects and assignments.

Each laptop computer is the property of the State of Maine and registered to The Mill Pond School or Hodgdon High School. MSAD 70 reserves the right to demand the immediate return of the laptop at any time.

If you, as the parent/guardian, would rather that the laptop NOT be brought home, please inform the school by checking the appropriate box on the permission form and we will honor this request.

Failure to fully comply with the Laptop Take-Home procedures and the Student Acceptable Use Policy (available at www.msad70.org/hs/IJNDB.pdf and www.msad70.org/hs/IJNDB-R.pdf) may result in revocation of the privilege to use the MLTI laptop and is subject to disciplinary action.

Maine Learning Technology Initiative (MLTI): www.maine.gov/mlti/index.shtml

Information and form for home internet access for eligible students.

<http://maine.gov/mlti/parent/home-internet-access.shtml>

I agree to the guidelines and procedures outlined on this form and agree to take full responsibility (including financial) for the laptop.

I give permission for my child to sign out a laptop for use at home.

I decline permission for my child to sign out a laptop for use at home.

Student Name: _____

Parent/Guardian Name: _____

Relation to Student: _____

Parent/Guardian Signature: _____

Date: _____