

**Nodaway Valley Community School District**  
**Chromebook Loan Agreement**

One Chromebook, charger, and case are being loaned to the Student and are in good working order. It is the Student's responsibility to care for the equipment and ensure that it is retained in a safe environment.

This equipment is, and at all time remains, the property of the Nodaway Valley Community School District and is lent to the Student for educational purposes only for the academic school year. Students shall have no expectation of privacy with respect to the Chromebook or other digital device provided by the District or any materials therein. The District may inspect the Chromebooks and review materials therein at any time with or without notice.

Student may not deface or destroy this property in any way. Inappropriate use of the machine may result in the Student losing his/her right to use this device. The equipment will be returned to the school when requested by the Nodaway Valley Community School District, or sooner, if the Student withdraws from the Nodaway Valley Community School District prior to the end of the school year.

The District Property may be used by Student only for non-commercial purposes, in accordance with the District's policies and rules, the District's Code of Conduct, as well as, local, state, and federal statutes. Please review the assurances of both the parent and students.

The Student may not install or use any software other than software owned or approved by the District and made available to the Student in accordance with this Agreement.

One user account with specific privileges and capabilities has been set up on the Chromebook for the exclusive use of the Student to which it has been assigned. The Student agrees to make no attempts to change or allow others to change the privileges and capabilities of this user account.

The Student agrees to make no attempts to add, delete, access, or modify other user accounts on the Chromebook and on any school-owned computer.

The Nodaway Valley Community School District network is provided for the academic use of all students and staff. The Student agrees to take no action that would interfere with the efficient, academic use of the network.

Identification and inventory labels/tags have been placed on the Chromebook. These labels/ tags are not to be removed or modified. If they become damaged or missing, contact tech support for replacements. Additional stickers, labels, tags, or markings are not to be added to the Chromebook.

A Google Apps for Education account is available for each Student to use for appropriate academic communication with other students and staff members.

Iowa law allows the District to obtain reimbursement from, or on behalf of, students for any damage to, loss of, or failure to return school property. The full cost of the Chromebook is \$330.00. The Student acknowledges and agrees that his/her use of the District Property is a privilege and that by the Student's agreement to the terms hereof, the Student acknowledges his/her responsibility to protect and safeguard the District property and to return the same in good condition and repair upon request by the Nodaway Valley Community School District.

Students and parents/guardians must immediately report any damage to or loss of the Chromebook or accessories to the District. In the event of damage to the Chromebook or accessories which is not covered by the warranty, the student and parents/guardians may be billed a fine for the cost of repair or replacement of the Chromebook or accessories according to the following schedule:

- First incident - up to \$50.00
- Second incident - up to \$100.00
- Third incident - up to full cost of repair or replacement

Notwithstanding the above fine schedule, in the event of damage to the Chromebook or accessories which is not covered by the warranty, the District reserves the right to charge the student and parents/guardians the full cost of repair or replacement of the Chromebook or accessories at any time, such as when damage occurs due to gross negligence or intentional misconduct as determined by the District.

In the event the Chromebook or accessories are lost, stolen, or otherwise not returned to the District, the student and parents/guardians may be billed a fine for the full cost of replacement of the Chromebook or accessories.

Students who violate any of the provisions of this loan agreement or any other school rules or policies applicable to the use of the Chromebooks or other digital devices will be subject to disciplinary action.

Parents do have the option to keep their students Chromebook at school. If you, as the parent, prefer to have the Chromebook stay at the school, your student will not be allowed to take their Chromebook home until a new form is completed providing your permission. Please sign and date in the area below the option you want for your student.

**Nodaway Valley Community School District**

# Grades 7-12 Chromebook Acknowledgement Form

\_\_\_\_\_ **Yes, We Accept Chromebook**  
\_\_\_\_\_ **Please Keep at School**

\_\_\_\_\_ **No, We Decline Chromebook**  
We decline service at this time, and I understand that my student **will not be assigned** a Chromebook. I further understand that my student **will have** access to a Chromebook during school hours.

Student Name (please print) X \_\_\_\_\_

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

Primary Student Household - Parent Name (please print) X \_\_\_\_\_

Parent/Guardian Signature x \_\_\_\_\_ Date x \_\_\_\_\_

*If the student regularly resides at a separate household, a second parent signature is required.*

Secondary Student Household - Parent Name (please print) \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE READ THE ASSURANCES BEFORE SIGNING**

Parent Responsibilities	Student Responsibilities
<p>Your son/daughter has been issued a Chromebook to improve and personalize his/her education this year. It is essential that the following guidelines be followed to ensure the safe, efficient, and ethical operation of this Chromebook.</p> <ul style="list-style-type: none"><li>• I will supervise my son's/daughter's use of the Chromebook at home.</li><li>• I will discuss our family's values and expectations regarding the use of the Internet at home and will supervise my son's/ daughter's use of the Internet.</li><li>• I will not attempt to repair the Chromebook.</li><li>• I will report to the school any problems with the Chromebook.</li><li>• I will make sure that my son/daughter recharges the Chromebook battery nightly.</li><li>• I will make sure my son/daughter brings the Chromebook to school every day.</li><li>• I understand that if my son/daughter comes to school without his/her Chromebook, I may be called to bring it to school.</li><li>• I agree to make sure that the Chromebook is returned to the school when requested and upon my son's/daughter's withdrawal from the Nodaway Valley Community School District.</li></ul>	<p>Your Chromebook is an important learning tool and is for educational purposes only. In order to take your Chromebook home each day, you must be willing to accept the following responsibilities.</p> <ul style="list-style-type: none"><li>• When using the Chromebook at home, at school, and anywhere else I may take it, I will follow the policies of the Nodaway Valley Community School District - especially the Student Code of Conduct - and abide by all local, state, and federal laws.</li><li>• I will treat the Chromebook with care by not dropping it, getting it wet, leaving it outdoors, or using it with food or drink nearby.</li><li>• My Chromebook is my responsibility and will stay in my possession at all times.</li><li>• I will not leave Chromebook inside a vehicle where extreme hot or cold temperatures can cause damage.</li><li>• I will not personalize the Chromebook with stickers.</li><li>• I will carefully insert/remove cords and cables.</li><li>• Clean screens with soft, dry microfiber cloth—no solvents.</li><li>• I will not modify any software on the Chromebook.</li><li>• I will honor my family's values when using the Chromebook.</li><li>• I will not release personal information to strangers when using the Chromebook.</li><li>• I will bring the Chromebook to school every day.</li><li>• I will keep all accounts and passwords assigned to me secure, and will not share these with any other students.</li><li>• I will recharge the Chromebook battery each night.</li><li>• I will place the Chromebook in its protective case when not in use and when it is being moved.</li><li>• I will return the Chromebook when requested and upon my withdrawal from the Nodaway Valley Community School District.</li></ul>