

## NEW TRIER MOBILE LEARNING PROGRAM ACKNOWLEDGEMENT

- Authorizing Student Use of Mobile Devices in a 1:1 Computing Environment -

These policies, along with the guidelines within the student guidebook, govern the use of iPads used in the Mobile Learning Program at New Trier Township High School.

### I. USE OF THE IPAD

- A. Expectation of Technology Use.** Use of technology resources at school is an expectation of New Trier students; however, it is also a privilege and not an entitlement or right.
- B. Acceptable Use of the iPad.** Use of the iPad at school is intended for educational purposes consistent with the curricular goals of the District and with the [Acceptable Use Regulations](#) (AUR). Students may not use (or allow others to use) a school-managed iPad in a way that violates the AUR. Violation of these policies or guidelines could lead to disciplinary action and loss of privileges.
- C. Using the iPad at School.** Unless otherwise instructed, the iPad is intended for educational use at school every day. iPads are not available for loan from the District if students forget to bring their iPads to school or if the iPads run out of battery life.
  - 1. Teachers reserve the right to limit use of the iPad or access to specific apps in the classroom.
  - 2. iPads will be “supervised” to provide necessary management of the device, allowing optimal device performance, as well as provide access to curricular apps and content.
  - 3. iPads bought from New Trier will have an asset tag for ease of identification and management.
- D. Using the iPad Outside the District.** Parent(s)/guardian(s) may choose to monitor or limit iPad use while the device is outside of the District. Configuration of any home network connection, including filtering, is the responsibility of the parent(s)/guardian(s).
- E. Caring for the iPad.** Students are solely responsible for the care, maintenance, and safety of the iPad. Each device purchased through the district will include 3-year AppleCare+ coverage.

### II. ACCEPTABLE DEVICES

- A. Devices purchased through New Trier.** *As part of its commitment to integrating technology into the curriculum, the Board of Education of New Trier High School District 203 is offering the option of the subsidized purchase of an iPad and keyboard case.* Families are allowed only one subsidized device purchase per student during the student’s time at New Trier. This device can only be purchased by students who attend New Trier HS and have an active NTHS network account.
  - 1. If a student purchases a device outside of the District’s designated purchase period, models and warranty options may be limited.
  - 2. If families require the purchase of two or more iPads in the same school year, the family will receive a \$50 credit for each iPad purchased from the district.

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These refunds will be processed by the Business Office, and the refund will be applied to the credit card used to make the purchase in the New Trier Web Store (RevTrak).

3. If the family purchases an iPad from New Trier HS and subsequently moves out of the District before school begins, the iPad and all accessories must be returned undamaged to the District for a full refund.

**B. iPads Loaned by New Trier.** In some situations involving financial need or in support of identified learning accommodations, New Trier may opt to loan an iPad to a student. A loaned iPad and any related accessories are the property of the District. The device and accessories must be returned in operable condition, with all accessories and parts in good condition. If the student fails to return the District-owned iPad and any related accessories as directed, the District may seek reimbursement.

**C. Bring Your Own Device (BYOD).** A student who brings their own iPad (BYOD) instead of purchasing a subsidized iPad from New Trier is subject to the same terms and conditions as a student who has an iPad either purchased or borrowed from New Trier.

1. BYOD iPads must be managed by New Trier and, therefore, students may not remove New Trier configurations and profiles.
2. BYOD iPads should meet minimum requirements of:
  - a) iPad Air 2 or later
  - b) 64 GB or greater
  - c) Keyboard case
3. If families choose the BYOD option, the student will still be eligible to purchase an iPad through the district at a later date. Only one iPad purchase is allowed per student for their time as a New Trier student.

**D. Accessories.** The District requires students to use a case with a keyboard to support school work. Additional accessories may be used, but as with any personal property brought to school, the District reserves the right to disallow the use of any accessory and is not responsible for any loss or damage to personal property.

1. New Trier may assist, but is not responsible for the maintenance, repair, or replacement of BYOD device accessories.

### III. IPAD DATA AND APPS

**A. Managing Files and Saving Work.** It is the student's responsibility to make sure work is not lost due to a failure or loss of the iPad. If more storage space is necessary, it is the student's responsibility to purchase more cloud space.

**B. Apple IDs.** To allow for an optimal student experience, including full access to the account, transfer of apps, and iCloud space, students will use personal Apple IDs. If an Apple ID does not already exist, the student must create and verify an Apple ID prior to attending an iPad Orientation. It is strongly recommended that students do not use a shared, individual Apple ID with family or friends, unless you selected Apple's *Family*

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*Sharing* solution.

- C. **Personal Content on the iPad.** The student should be aware that any content (e.g., documents, messages, audio files, and photographs) stored on the iPad could be subject to access by third parties pursuant to law or subject to discovery in a legal proceeding. In addition, personal content may be deleted in the course of routine maintenance and/or troubleshooting. It is the student's responsibility to manage all personal content stored on the iPad.
- D. **iPad Data as District Records.** Data saved to the iPad or to Internet-based storage space (i.e., the "cloud") via the iPad are not maintained by the District as public records or as student records.

#### IV. REPAIR OF, LOSS OF, OR DAMAGE TO iPad

- A. **Technical Support.** If a student's iPad is not functioning properly, the student should alert technology staff, who will assess the status of the device and attempt to resolve any issues.
- B. **Lost or Stolen iPad.** If the student's iPad is lost or stolen, the student should report the incident to the Technology Department. The District will make every effort to locate the device on campus; however, lost and stolen iPads are not the responsibility of the District. Families may purchase additional lost-stolen coverage for iPads on their own if they desire such coverage.
- C. **Damage to iPad.** All iPads purchased through the district (non-BYOD) should receive damage support from Technology Department personnel.
  - 1. **AppleCare+.** To ensure a high quality and timely repair, families must coordinate repairs through the Technology Department.
    - a) All repairs will be handled according to [Apple's coverage terms, guidelines and price structures.](#)
    - b) Once a claim has been submitted, the student must remain in communication with technology support personnel. All communications will occur through the student's *@student.nths.net* email address. Failure to communicate may result in the student's inability to complete school work or a temporary deactivation of the student's New Trier network account.
    - c) After AppleCare+ expires, students must either repair the iPad on their own or purchase new devices and will not be eligible for additional subsidies from the District. Newly-purchased devices must follow all BYOD policies.

#### V. RESPONSIBILITIES OF STUDENTS AND PARENT(S)/GUARDIAN(S)

- A. **Student's Compliance.** It is the responsibility of students to comply with the policies outlined in this document; however, when appropriate, parent(s)/guardian(s) may be asked to take on this responsibility when a student is unable or unwilling to comply

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with these terms.

- B. Prohibit "Jailbreaking."** Jailbreaking is replacing the manufacturer's operating system with custom software, allowing the user to circumvent the manufacturer's security and licensing restrictions. Jailbreaking or otherwise disrupting the configuration and security of the iPad voids the manufacturer's warranty and is a violation of this Acknowledgement.
- C. District-installed Configurations.** Removal of any District-installed configurations or profiles is prohibited and will be considered a violation of this Acknowledgement.

#### **VI. RESPONSIBILITIES OF THE DISTRICT**

- A. Training.** The District is responsible for providing training to all students and will make every effort to do so before students are expected to use an iPad for academic work. This training curriculum is self-paced and guides students through device configurations, app downloads, review of acceptable use of technology at New Trier, and relevant digital citizenship topics.
- B. Technical support.** The District is responsible for providing basic technical support for any device covered under this Acknowledgement.
  - 1. The District will provide a support center at each campus for students to seek help during school hours.
  - 2. The District will maintain an email address and a web page for students and/or parent(s)/guardian(s) to request technical support or receive information and updates regarding the MLP.
- C. Network Access.** The District will take necessary actions to provide a safe learning environment on campus, including adequate filtered broadband to allow students to complete school work.
- D. Communication.** The District will communicate to students and/or parent(s)/guardian(s) any changes in service, network issues, repair updates, and inquiries in a timely manner.
- E. Purchasing or Borrowing.** The District must provide each student the ability to purchase one subsidized device during their time at New Trier.
  - 1. Purchased devices will be a model that can last students through their entire time at New Trier.
  - 2. Devices and accessories borrowed from the District will be delivered to the student in good working order.
- F. Protection of Student Information.** The District will take all actions required by law to protect student information. Furthermore, all New Trier faculty and staff who handle a student's iPad will keep account passwords and passcodes, credit card information, and any other personal information stored on the iPad confidential unless required by law.
- G. Focus on Academics.** The District will manage all iPads in a way that respects the



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student who owns the device while allowing the device to be used for academic goals.

1. The District will provide all necessary apps.
2. The District will provide management that allows iPads to be used for testing.

### VII. WAIVER AND INDEMNIFICATION

**Waiver of iPad-Related Claims.** By providing your email address on the MLP Web iPad Selection Portal, you acknowledge that you are aware of the *Mobile Learning Program Device Acknowledgement* and intend to review the guidelines and policies outlined or referenced in this Acknowledgement with your student.

### MOBILE LEARNING PROGRAM ACKNOWLEDGEMENT SUMMARY

PARENT/GUARDIAN ACKNOWLEDGEMENT. I am the parent/guardian of a New Trier student participating in the Mobile Learning Program, and I acknowledge that I received the New Trier Mobile Learning Program Acknowledgement. I understand that:

- ❖ The student is responsible for bringing the iPad to school every day, fully charged, and for taking care of and properly using the iPad.
- ❖ Use of the iPad at school is intended for educational purposes consistent with the curricular goals of the District and with the [Acceptable Use Regulations](#) (AUR).
- ❖ Improper use of the iPad may subject the student to disciplinary action and/or loss of privileges.
- ❖ Unless otherwise agreed upon between the parent(s)/guardian(s) and the District, the parent(s)/guardian(s) are financially responsible for any damage to or loss of the iPad.
- ❖ The parent(s)/guardian(s) are responsible for reviewing and ensuring the student's compliance with the terms of the *New Trier Mobile Learning Program Acknowledgement (MLPA)*.
- ❖ If your family/student has selected to bring their own iPad, the parent/guardian, as well as the student, must review the *New Trier Mobile Learning Program Acknowledgement (MLPA)*.