

McKinney ISD 1:1 Grades 6-12 Parent/Student Handbook

McKinney ISD's ongoing commitment to student learning and engagement coupled with the diverse learning styles of 21st-century students created an opportunity to redefine the way our students collaborate, create and communicate. The 1:1 program will support the design of lessons that meet the needs of digital learners both inside and outside the four walls of the traditional classroom.

In December 2014, McKinney ISD took a strategic step forward in its mission to prepare all students for college and career success by putting a new MacBook Air laptop in the hands of every MISD freshman.

It was the first step in the district's new 1:1 instructional initiative that began in 2014. The program provides every secondary student with personal access to a computer by issuing a laptop to each of those students in much the same way that textbooks have traditionally been distributed—but with vastly greater, and more flexible, educational potential.

Revised 8/1/2023

MISD Vision Mission and Beliefs

Vision:

We are a cohesive, diverse community providing engaging learning experiences for all.

Mission:

We will provide engaging learning opportunities so students can become effective communicators, quality contributors, and socially responsible citizens.

Beliefs:

- Partnerships between students, parents, community members, and staff are foundational to educational success
- Positive school culture and a safe environment foster growth.
- Everyone has inherent value and deserves to be treated with dignity and respect.
- Learning is an active process requiring engaging tasks and engaging minds.
- Relevant and authentic experiences ignite continuous, deeper learning.
- Meaningful relationships enrich learning.
- Confidence fuels risk-taking and higher achievement.
- Financial stewardship ensures a tomorrow for education.

MISD Graduate Profile

Effective Communicator

Comprehends and expresses ideas clearly through various means and modes of communication. Effective communicators can interpret and decode meaning through varied forms including listening, reading, speaking, writing, interpreting and creating graphic images, and mathematical interpretations of symbols.

- Technologically literate
- Collaborative
- Capable listener
- Kind and respectful
- Financially literate
- Information literate

Socially Responsible Citizens

Understands and appreciates cultural differences, their contributions, impact and interrelatedness in a global economy. Socially responsible citizens understand the importance of being a contributing member of a democratic society in a diverse world and will make ethical decisions with the improvement of future societies in mind.

- Ethical
- Globally aware
- Engaged with the community
- Values equality and justice
- Appreciates diversity
- Reflective

Quality Contributor

Continually seeks to achieve quality results and outcomes through individual accountability, leadership, teamwork, and lifelong learning using multiple methods of technologies and resources. Quality contributors are creative, innovative thinkers that can solve complex problems to achieve quality results through meaningful research.

- Critical thinker
- Creative
- Innovative
- Individually accountable
- Risk taker
- Continuous learner

McKinney ISD 1:1 Laptop Program Terms of Service

Terms:

McKinney ISD will require an Annual Assurance Fee of \$74.00 or \$37.00 if the student is receiving free/reduced lunch, for the use of laptops for students in grades 6-12. Parents and students must comply at all times with the *MISD Student Code of Conduct* including the *MISD Acceptable Use Policy for Electronic Resources*. Any failure to comply may cause the termination of student rights to possession immediately and MISD may take the laptop.

McKinney ISD provides the laptop "As-is". McKinney ISD makes no warranties, express or implied, or merchantability, marketability, fitness for a particular purpose or otherwise, except as set forth herein. Any implied warranties are expressly disclaimed and excluded.

Title:

At all times the legal title to the laptop is maintained by McKinney Independent School District. Your right of possession and use is limited to and conditioned upon your full and complete compliance with the *McKinney ISD Student Code of Conduct* including the *MISD Acceptable Use Policy for Electronic Resources* (available on the district website), and the *McKinney ISD Parent-Student Laptop Agreement*.

You have no rights of confidentiality when using the laptop. Contents of email, information regarding your internet usage, and network communications may be reviewed at the sole discretion of McKinney ISD. By signing this Agreement, you further acknowledge that McKinney ISD is required by law to comply with the Texas Public Information Act. As such, you agree to fully and timely comply with any and all directives issued by McKinney ISD in its efforts to comply with the Public Information Act. You further recognize that this may mean that email content, internet use history, network communications, and other similar information shall be releasable to third parties if so, required by law.

Storage:

If you are lacking sufficient storage space on the laptop, you will be required to delete music, games, photos, etc., in order to make necessary instructional-related programs accessible. It is your responsibility to ensure that work is not lost due to mechanical failure, accidental deletion or re-imaging. It is recommended that students use "cloud" storage programs which allow access to documents from other computers via the Internet.

Term of Agreement:

Your right to use and possess the laptop terminates no later than the last day of the school year, unless terminated earlier by McKinney ISD, or upon withdrawal from the district.

Appropriation:

Your failure to return the laptop in a timely manner will be considered unlawful appropriation of McKinney ISD property and appropriate legal action will be taken.

Indemnity Provision:

You shall defend, exempt, indemnify and hold harmless McKinney ISD, its officers, agents, servants, representatives, and/or employees of and from any and all claims, suits, actions, legal proceedings, demands, damages, or judgments, including all expenses, attorney fees, witness fees, costs, and costs and expenses of appeals therefrom, arising out of your use of the laptop including, but not limited to, your intentional or negligent acts and/or omissions. This paragraph shall survive termination of this Agreement.

Loss or Damage:

If the laptop is damaged, lost, or stolen, you are required to report the incident and be responsible for any damage to the device as outlined in the Parent-Student Laptop Agreement. **Students in default of the annual assurance fee will be responsible for the full amount of damages based on the price list below.** Any report of theft must include a police report submitted within 24 hours of the theft.

| Loss, Deliberate Damage or Neglect | Repair/Replacement Cost |
|--|-------------------------|
| Broken Screen | \$450.00 |
| Trackpad | \$179.00 |
| Keyboard | \$349.00 |
| Logic Board | \$349.00 |
| Power Adapter and Cord | \$75.00 |
| Re-image of hard drive due to violation of AUP or other damages (graffiti, illegal software) | \$15.00 |
| Replacement Value of Device | \$750.00 |

McKinney ISD Secondary Student Laptop Annual Assurance Fee

Based on TEC 11.158 the school district may require payment of a reasonable fee not to exceed the actual maintenance cost for the use of musical instruments, technology, and uniforms owned or rented by McKinney ISD.

McKinney ISD will require an Annual Assurance Fee of \$74 or \$37 for students receiving free/reduced lunch for the use of laptops for students in grades 6-12. A deductible/repair fee of \$50 will be charged upon the first incident to cover accidental damage, theft, fire, water damage or vandalism. Additional incidents will be charged a deductible/repair fee of \$125. A police report will be required within 24 hours of reporting a theft of a device. **Students will be responsible for the full cost of repair for intentional damage.**

The Annual Assurance fee of \$74 or \$37 for students receiving free/reduced lunch will be assessed annually through HAC under the "Fees" tab. Online payment through the PaySchools Central system via debit or credit card is preferred. Online payment is considered acceptance of the Usage Agreement terms in full. Payment can be made via check or cash to the campus bookkeeper.

If the student laptop requires repair, the student will be issued a loaner laptop until their assigned laptop is repaired. Students will be given two weeks to pay or set up a payment plan for the incident/repair fee. After two weeks students in default of paying the incident/repair fee will be required to return the loaner laptop. Once the incident/repair fee has been paid the repaired laptop will be returned to the student.

| Loss | Deductible/Repair Fee |
|---|--------------------------------|
| First incident | \$50.00 |
| All subsequent incidents | \$125.00 |
| Loss, Deliberate Damage or Neglect | Repair/Replacement Cost |
| Broken Screen | \$450.00 |
| Trackpad | \$179.00 |
| Keyboard | \$349.00 |
| Logic Board | \$349.00 |
| Power Adapter and Cord | \$75.00 |
| Replacement Value of Device | \$750.00 |

Students in default of the annual insurance fee, damage due to neglect, or damage deliberately caused are not covered by the agreement and will be subject to the price list below. A loaner laptop will not be issued to students that have not paid the annual assurance fee or set up a payment plan at the campus.

FAQs

What kind of computer will my student be issued?

Students will be provided with a 13" Apple MacBook Air laptop. Students who enroll later in the school year may be provided with a newer refurbished device depending on the campus's inventory.

How is this initiative being funded?

Funding for the expansion will come from two sources: 2021 Bond Program Investment Interest Earnings and 2021 Bond Program Completed Project Savings.

Will my student be allowed to bring the laptop home from school?

Yes. The goal of this initiative is a blended learning model that will connect students with learning resources outside the four walls of their classroom. Students will be issued a 13" MacBook Air laptop and this device will serve as their technology tool for school. Student devices will come home each night and go back to school the following day, just like a binder or a textbook would.

Is there an "Opt-Out" choice?

The 1:World student laptop program is an instructional initiative supported by technology. Students will be expected to bring their laptops to school each day to use at school as well as at home. Students may bring a personal laptop if they wish. Parents may file an Application for Exception available from campus administration, pursuant to McKinney Independent School District Board of Trustees' Policies EMB (LEGAL) and EMB (LOCAL).

I am not comfortable with my child being responsible for such an expensive piece of equipment. I can't afford to replace it if it gets broken.

Lost, damaged, or stolen devices will be maintained via a yearly student assurance fee. Please see the Parent-Student laptop agreement for details. In cooperation with MISD, it is important for the parent to communicate with their child how to protect their device to avoid damage.

How do I pay for my child's annual assurance fee?

Beginning in early August, assurance fees will be added to student HAC accounts and can be paid online through the PaySchools Central system using a credit or debit card. Cash or check payments can be made in person at your child's campus. Assurance fees will be attached to all 6-12 grade student HAC and removed after payment is made.

How can I be sure that my student will be safe on the Internet while using this technology at home?

As with all technology, parent supervision is critical to student safety on the Internet while at home. The district will support online safety by adding a web content filter to each device. Students' Internet access will be filtered at home as they are at school.

If you witness inappropriate content, please contact campus administration.

Why a Mac? There are much less expensive laptops or tablets on the market.

After much research, planning, goal setting, etc. the district made a final decision that a MacBook Air would best serve our student's needs. We have options for all of the Office tools on a Mac as well as the Apple suite of productivity software tools.

Will my student get a backpack in which to carry his laptop?

*Backpacks will **not** be provided for students to carry their laptops. Students should provide their own case in order to protect their devices.*

If my student withdraws from MISD, where should I return his/her laptop computer?

Should any student withdraw from MISD the student laptop should be returned to the campus the student attended. Campus administrators can direct you to the process they have in place on the campus for laptop return.

Who should I contact if my student's laptop is stolen?

If your student's laptop is stolen at school your first contact should be the campus administration. If your student's laptop is stolen at your home etc. you should contact the police and then contact your campus administrator during regular business hours with a police report.

Can my student use their own Apple ID or email account on this laptop?

No. Students must use the district provided Apple ID on the laptop. Google email accounts will be provided for students through MISD as well. Email access and rights are determined by grade level. Students in grades 6-8 are limited to email with only other students at their campus. Students are not allowed to email outside the MISD network.

What should we do if my child's laptop begins to have technical issues?

Students having technical issues with their devices should enter a ticket in the Student Help Desk System.

How do you know that students are using these devices appropriately?

This program does require a level of trust and responsibility for students. Students are required to read and sign the Acceptable Use Policy for MISD and adhere to the Student Code of Conduct. If students violate either of these policies, they may be subject to disciplinary action per the MISD Student Code of Conduct.

Giving access to computers in the classroom is a carefully constructed process that takes into account instructional design. It is also an opportunity for teachers to model the responsible use of technology and teach Internet etiquette. The District has a web content filter in place that is the same for all MISD technology regardless of type, (desktop, laptop, and/or tablet computer). This filter will be in place at home and at school.

Will my student be able to download software to his device?

Any necessary course-specific software will be accessible to download from the MISD Self-Service Portal. This includes any software required for dual credit courses from Collin College. Any other software will be restricted from installation as it is a violation of the Acceptable Use Policy.

Will my student be able to use FaceTime or iMessage on her district-provided laptop?

Both the FaceTime and iMessage applications will be restricted for students on their district-provided laptops.

Can we add a home printer to our student's laptop computer?

Yes. Directions for adding a printer driver through the MISD Self-Service Portal will be provided for your student.

How will my child submit assignments with his laptop?

Students will use the Canvas Learning Management system to access course materials, content, and resources.

Will course textbooks be available online to access via my child's laptop computer?

As vendors continue to provide online access to their textbooks and ancillary materials, we will make them available through the corresponding courses in Canvas and our SSO user portal.

Can my student customize the laptop with stickers?

Stickers may not be put directly on the laptop. If a student would like to add stickers to the laptop, they should purchase a cover and add the stickers to the cover. Stickers must be school appropriate and in line with the Student Code of Conduct.

How can I manage my student's screen time at home when you have provided him with a device to use anytime they want?

Nothing should change about the rules of your home when it comes to technology. These devices are being provided as tools for learning and any use beyond schoolwork would be a parent/family decision based on your standards for technology use for your child in your home. Home Internet providers can also provide information on tools for monitoring screen time at home.

Will I have an opportunity to purchase my child's laptop when he graduates?

Yes. Graduating seniors will have the option to purchase their device based on the fair market value of the laptop at the time of their graduation.

General Rules for Student Issued Laptop Use

Inappropriate Content-

Inappropriate content will not be allowed on laptop computers.

Presence of weapons, pornographic materials, inappropriate language, alcohol, drug, gang-related symbols will result in disciplinary actions.

Deleting Files-

Do not delete any folders or files you did not personally create or do not recognize from your laptop. Deletion of certain files will result in a computer failure and will interfere with your ability to complete classwork.

No Loaning or Borrowing Laptops-

- Do NOT loan your laptop to other students
- Do NOT borrow a laptop from another student
- Do NOT share usernames or passwords

Music, Videos, Games or Programs

- Illegal downloading of music, video, or games is prohibited on your student laptop.
- Illegal downloading and distribution of copyrighted works are serious offenses that carry with the risk of substantial monetary damages and in some cases criminal prosecution
- Copyright infringement also violates the MISD Acceptable Use Policy for Electronic Resources and could lead to the suspension from MISD's Internet service.
- See more about copyright at www.respectcopyrights.org

Student and Parent Laptop Agreement 2023-2024

Student Information (Please Print)

Current Grade _____

Last Name

First Name

Middle

MISD ID#

Parent Information (Please Print)

Last Name

First Name

Email Address

Address

Home Phone

Work Phone

Cell Phone

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The Annual Assurance fee of \$74 or \$37 for students receiving free/reduced lunch will be assessed annually through the student HAC account under the "Fees" tab. Online payment through the PaySchools Central system via debit or credit card is preferred. If this fee creates a financial hardship on the student or parent, please contact the campus administration about alternative payment options to pay out the fee over time. Online payment is considered acceptance of the Usage Agreement terms in full. Payment can be made via check or cash to the campus bookkeeper.

If the student laptop requires repair, the student will be issued a loaner laptop until their assigned laptop is repaired. Students will be given two weeks to pay or set up a payment plan for the incident/repair fee. After two weeks students in default of paying the incident/repair fee will be required to return the loaner laptop. Once the incident/repair fee has been paid the repaired laptop will be returned to the student.

| Loss | Deductible |
|--------------------------|------------|
| First incident | \$50.00 |
| All subsequent incidents | \$125.00 |

Students in default of the annual insurance fee, damage due to neglect, or damage deliberately caused, lost or stolen are not covered by the agreement and will be subject to the price list below. A loaner laptop will not be issued to students that have not paid the annual assurance fee or set up a payment plan at the

campus. **Students will be responsible for the full cost of repair for intentional or willful damage.**

| Loss, Deliberate Damage or Neglect | Repair/Replacement Cost |
|------------------------------------|-------------------------|
| Broken Screen | \$450.00 |
| Trackpad | \$179.00 |
| Keyboard | \$349.00 |
| Logic Board | \$349.00 |
| Power Adapter and Cord | \$75.00 |
| Replacement Value of Device | \$750.00 |

Any student that does not have a laptop during state testing days will be provided with a laptop for the day of the test. Campus staff will check out the laptop to the student and collect the laptop at the end of that day's testing.

Parent or Guardian Signature

Student Signature

Date