

AGREEMENT  
BETWEEN the CUMBERLAND COUNTY BOARD OF EDUCATION and  
STUDENT/PARENT FOR USE OF CHROMEBOOK

This agreement is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2023-24, by and between the CUMBERLAND COUNTY BOARD OF EDUCATION, hereinafter referred to as “BOARD”, the student named below and the student’s parent(s) named below.

WHEREAS, the BOARD has acquired personal laptop computers (Chromebooks) through general funds, to be used by Cumberland County high students for class activities; and

WHEREAS, possession and use of such Chromebooks will be of great benefit to the students who receive these devices; and

WHEREAS, it is agreed that such devices require certain care; and

WHEREAS, it is agreed that certain rules regarding the use of these devices must be established and followed for continued use by the undersigned student:

NOW THEREFORE, in consideration of mutual covenants and promises contained herein, the parties hereto wish to enter into this agreement to set forth their respective rights and obligations and do mutually agree that:

1. TERM. This agreement commences on the date a student receives a Chromebook, and shall end \_\_\_\_\_ unless otherwise terminated in conformity with the terms of this contract.
2. FEE. Chromebooks shall be provided to student at no cost to the student or student parent(s) for student’s use during the school year.
3. OWNERSHIP. Chromebooks shall remain, at all times, property of the Cumberland County School District.
4. OBLIGATIONS OF STUDENT.
  - a. Only use the device that is assigned specifically to you. Do not allow other students to use or borrow your device unless requested to do so by school administration.
  - b. Do not leave your device unattended.
  - c. Shut down the device completely before charging the device for the next day. This should occur at the end of every school day.

- d. Do not plug in the device to charge between classes or during class without teacher permission.
- e. Student will be expected to bring device fully charged and ready for use each day. Never let the battery run completely down. This can cause permanent damage to the Chromebook. The Chromebook holds a charge for between 6-8 hours.
- f. Never use any product containing alcohol, ammonia or other strong solvent to clean your Chromebook. Clean your Chromebook only with a lightly moistened soft cloth.
- g. Students should not personalize their devices in any way. This includes decals, downloading any software, application or shortcuts that have not been explicitly allowed by the teacher (devices will be periodically checked for illicit downloads).
- h. “Cases” or “Skins” may be used with prior school administration approval, as long as they have been specifically designed for the device and are easily removable.
- i. Students shall use the device for school work only.
- j. Students shall not have food or drinks in close proximity to the device.
- k. Cords, cables and removable storage devices must be inserted carefully into the Chromebook. The port on the power adapter is fragile, as well. Insert and remove with care every time. Do not carry your Chromebook around with the power adapter plugged in.
- l. When not in use, wrap your Chromebook’s power adapter up so that the cords don’t become tangled and/or knotted.
- m. Do not leave your Chromebook in your vehicle, on the dashboard, under a blanket or otherwise exposed to extreme heat (over 100 degrees Fahrenheit) or extreme cold (under 32 degrees Fahrenheit).
- n. Chromebook screens can be easily damaged. Avoid touching or poking the screen of the Chromebook with fingers, pens, pencils or other items. This can cause blurring or cracking of the screen. Do not lean or put pressure on the top of the Chromebook when it is closed. Do not place books or other items on top of Chromebook. Do not store the Chromebook with the screen in the open position. Do not place anything near the Chromebook that could put pressure on the screen. Do not place anything on the keyboard before closing the lid (pens, pencils, or disks).
- o. Avoid placing Chromebooks on uneven surfaces where they might be subject to an accidental fall.

- p. Avoid dropping the Chromebook or dropping heavy objects onto the Chromebook. Even when in the case, a drop from any height can cause damage to the Chromebook.
- q. Do not block air flow when the device is on. While your Chromebook does not get overly hot as a traditional laptop might, it does need to breathe.
- r. DO NOT REMOVE the colored inventory sticker affixed to your Chromebook.
- s. Student shall report suspected damage, loss or theft of the device immediately to school administration.
- t. Keep Chromebook in the provided case when not in use. Even when the Chromebook is in your backpack, it should be inside the provided case.
- u. Chromebook lids should always be closed and tightly secured when moving. Do not carry your Chromebook while the screen is open.
- v. Unplug your Chromebook when it is not charging.
- w. Never move a Chromebook by lifting from the screen. Always support a Chromebook from its bottom with the lid closed.
- x. If carrying a Chromebook in your backpack, avoid sharp objects in your backpack, around the Chromebook, and avoid throwing your backpack or leaving it in places where it can be accidentally kicked.
- y. Do not place the Chromebook charger in the district-provided Chromebook case. The case is meant to hold only the Chromebook. Inserting the charger in the sleeve may put too much pressure on the Chromebook screen.
- z. In using Chromebooks, Students shall adhere to Board policies 4.406 Use of Internet, 6.304 Student Discrimination, Harassment, Bullying, Cyberbullying and Intimidation; 6.312 Use of Personal Communication Devices in School, as well as all school rules pertaining to the use of technology. Said policies as well as the student handbook are hereby incorporated into this contract as if printed verbatim.

##### 5. VIOLATIONS OF (a-z):

Repeated violation of any of the above rules and/or guidelines may result in the student's Chromebook privileges being revoked and confiscation of the Chromebook. The undersigned students and parents agree and acknowledge that they will be responsible for all repair costs

caused by malicious damage to the device. In the event such costs are not paid, grade cards may be held.

6. SEVERABILITY.

If any provision of this agreement is declared illegal, void or unenforceable, the remaining provisions shall not be affected but shall remain in force and in effect.

I have read the above terms and conditions of this agreement, and I agree to my receipt of, and care for, a Chromebook under such terms and conditions.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Printed Name

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Printed Name