



7DEOH RI &RQWHQWV

,QWURGXFWLRQ
3DUHQW *XDUGLDQ 5HVSRQVLELOLWLHV
6WXGHQW 5HVSRQVLELOLWLHV
\$FFHSWDEOH 8VH
8VLQJ WKH 'HYLFH 6HFXUHO\
5HSDLU 3URFHGXUHV
5HFHLYLQJ DQG 5HWXUQLQJ <RXU 'HYLFH
&DULQJ)RU <RXU 'HYLFH
'HYLFH 3URWHFWLRQ 3ODQ '33
5HSDLU 5HSODFHPHQW &RVWV
)UHTXHQWO\ \$VNHG 4XHVVLRQV)\$4V

- 1:1 Program
- Costs and Protection Plan
- Usage/Classroom/Educational Issues
- End of Year Procedures
- Setting Filtering Options on Home Router

, Q W U R G X F W L R Q

All 7th through 12th grade students will have the opportunity to use a student device (Chromebook) to support their education. [2 Q O L Q H R S W L R Q V W K D W U H T X L U H D * 3 6 G H Y L F H D O V R K D Y H W K H R S W L R Q R I S D U W L F L S D W L Q J L Q W K H ' H Y \ R X U V W X G H Q W V V F K R R O](#) This initiative will provide extended learning

opportunities for our GPS students. Under the careful guidance of their teachers, students will use the devices to support their education in a variety of ways. It is the expectation that students will have the same student device for two consecutive years in junior high and then receive a new student device in 9th grade to be used until graduation. This handbook outlines the basic information needed to successfully participate in the program.

3 D U H Q W * X D U G L D Q 5 H V S R Q V L E L O L W L H V

A strong partnership between school and home will help students be successful in the Digital Learning 1:1 Program, GPS Flex, and Online models. Parent/Guardian responsibilities are to:

- Review the information in this handbook.
- Determine whether to select the [' H Y L F H 3 U R W H F A E D B Y C H 3 0 D O Q](#) or assume the financial responsibility for damage, loss or theft. Plan details are on Page 5 of this handbook.
- Monitor student use away from school.
- Ensure the device is properly cared for outside of school.

6 W X G H Q W 5 H V S R Q V L E L O L W L H V

Gilbert Public Schools is committed to using technology to provide an exceptional learning experience for all students.

\$ F F H S W D E O H 8 V H

Students must use their device in compliance with governing board policy, which outlines appropriate technology use. Students and parents must acknowledge they have read this policy, including its regulation, and understand that violation of this policy will result in a loss of privileges and further disciplinary action taken by the school's administration. Policy IJNDB, IJNDB-R, and IJNDB-EA are made available in the Student Awareness Contract and also viewed at [I U U Q T X X X H J M C F S U T D I P P M T O F U B O O V B M V Q E B U F](#).

<https://support.google.com/chromebook/answer/6318213?hl=en&rd=1>

Keyboarding Shortcuts for Chromebooks

<https://support.google.com/chromebook/answer/183101?hl=en>

8 V L Q J W K H ' H Y L F H 6 H F X U H O \

Students are required to enter their district-assigned user ID and password to operate the device. The device has security features and filtering intended to protect and prohibit your student from accessing inappropriate materials on the Internet, unless the student has taken specific action to bypass these features. Security features and filtering are in effect for their device at school, and at home or on other wi-fi enabled networks, including public libraries, restaurants, etc.

5 H S D L U 3 U R F H G X U H V

When a student device is defective, damaged or needs repair, a similar device will be issued to the student while the device is evaluated. Receiving a second "loaner" device does not absolve the student from liability for the original damaged device and they are responsible for any damage to the loaner. A school staff member will instruct the student on the procedure to follow to get the device repaired or replaced.

5 H F H L Y L Q J D Q G 5 H W X U Q L Q J < R X U ' H Y L F H

Each school site will distribute student devices according to their designed plan. If a parent wishes to have their student ~~R S Wof~~ ^{Receiving} a student device, they will need to contact their school administration.

The device must be returned to the school

At the end of the school year.

Upon withdrawal or transfer to another district school or

At the request of the school

Summer School Chromebook procedures will be determined each year

It must be returned in working order with all parts and accessories included or the appropriate fees will be assessed. Parts can be found on Page 6 of this handbook.

& D U L Q J) R U < R X U ' H Y L F H

Proper use and care of your student device is essential. This includes caring for the power cord. Please follow these guidelines:

Protect your device from damage due to food, liquids or extreme heat or cold.

Do not place items on top or inside of your device.

Do not leave your device unattended.

Secure your device properly in your bag or backpack when not in use.

Keep your power cord at home.

Charge your device every night. Students are expected to arrive at school with a fully charged device.

Store your power cord in a safe place with your device.

Do not leave your device unattended where it could be accidentally damaged by food,

liquids, pets, or small children.

Do not leave your device in a vehicle or on the school bus.

Secure your device properly in your bag or backpack while traveling.

Use a soft, dry microfiber or lint-free cloth to clean your device screen.

Report any issues with your device promptly to a parent, teacher, or librarian.

Do not remove the district barcode or school identification sticker from your device.

Do not deface the device exterior.

Do not attach unauthorized stickers.

'HYLFH 3URWHFWLRQ 3ODQ '33

As part of Gilbert Public School's 1:1 technology initiative, GPS Flex, and Online learning models, parents have the option to enroll in the Device Protection Plan (DPP). Enrollment in the plan will minimize the potential repair and/or replacement fees associated with the device.

By selecting this plan you agree to pay a FEE to be enrolled in the DPP. If a device becomes damaged, parents will call the Technology Services Help Desk (480) 497-3417 for an assessment and then be directed to your students site for further assistance. The Technology Services repair department will repair the device. , IWKH GHYLFH LV ORVW D IH

this handbook)

:KR LV UHVSQRVLEOH IRU ORVV WKHIW RU GDPDJH WR WKH
KRPH"

Students are 100 percent responsible for the assigned device. This includes the costs to
repair and/or replace the device. Parents may purchase a 'HYLFH 3URWH From LRQ 3ODC

use the device without the Internet. Many resources can be downloaded on the device and available offline. Chromebooks can store the student's work on the device itself, allowing the student to edit offline. The edited version is then uploaded once an Internet connection is established.

: KDW LI ZH KDYH WURXEOH FRQQHFWLQJ P\ &KURPHERN WR
Here is a link to a troubleshooting website from Google Support Forums.
<https://goo.gl/Mf1mV9>

: KHQ FDQ P\ VWXGHQW DFFHVV WKH VFKRRO¶V ,QWHUQHW : L
The district's GPS Wi-Fi is always available. Students will be able to access it whenever they are on campus.

: LOO WKLW LQLWLDWLYH HOLPLQDWH WKH QHHG WR EULQ
NO. This program will not eliminate all textbooks. The Flex and Online learning models will have different requirements that are determined by the site.

+RZ ZLOO VWXGHQWV EH WUDLQHG RQ WKH XVH RI WKH GHY
At the beginning of the school year and throughout the year, each teacher will train students on the technology needed for their classrooms.

&DQ P\ FKLOG SULQW DW KRPH"
Yes. See the link below for help. The district goal is to minimize the amount of printing required.
(For more information: <https://support.google.com/chrome/answer/1069693?hl=en>)

&DQ P\ FKLOG XVH KHDGSKRQH V DQG D PRXVH ZLWK WKH &K
Yes. Students can use headphones, combination headphones with microphone, and a wired or wireless mouse. Most students will not need a mouse, as the track pad that is included is easy to use and highly functional.
(For more information: <https://support.google.com/chromebook/answer/1047367?hl=en>)

&DQ VWXGHQWV EULQJ WKHLU RZQ GHYLFHV WR VFKRRO "
1 R When GPS purchases the student devices, a license is also purchased for each device that allows Technology Services to enroll the Chromebooks in an Admin console under our district Google domain. The console is configured unique to Gilbert Public Schools and allows Technology Services to manage the devices based on the groups the devices are placed in, for example, school, grade level, and even down to class level. This allows Technology Services to manage policies, install applications and OS updates and quickly change settings from a web based console to the devices and makes managing 30,000+ devices possible for the technology services staff. When students are assessed by the state, Technology Services can apply a Secure Browser setting that directs each device to the test, while not allowing them to access any other websites while taking the test, which is a requirement. With personal devices, Technology Services would not have a way to manage these devices, filter content, or manage updates.
50

an issue.

:KDW DUH WKH FRQVHTXHQFHV IRU LQDSSURSULDWH XVH RI

