



MIAMISBURG HIGH SCHOOL CHROMEBOOK GUIDELINES AND PROCEDURES

CHROMEBOOK DISTRIBUTION-BEGINNING OF YEAR SCHEDULE

Miamisburg High School (Grades 9-12)- Chromebooks will be distributed out of the Media Center during these dates and times:

- Grade 9 students will pick up their Chromebooks between 9:00am and 12:00pm during freshman orientation on August 4, 2021.
- All grades may pick up Chromebooks during these dates and times
 - August 5, 2021 between 9:00 and 11:00am
 - August 5, 2021 between 1:00 and 3:00pm
 - During Open House on August 12, 2021 between 5:00 and 7:00pm

TEACHER EXPECTATIONS

1. Every teacher will have an up to date and active Google Classroom that serves as a hub for all online resources and apps
2. Weekly device checks done during academic period

STUDENT EXPECTATIONS

1. Report to school daily with a charged, ready to use Chromebook

GENERAL USE AND CARE OF THE CHROMEBOOK

1. Students may not deface or destroy the Chromebook in any way and may not add any identifying marks such as stickers, pictures, wording, etc. to any part of the Chromebook. Students are expected to treat the Chromebook with care. The Chromebook is to be kept clean and free of any marks at all times.
2. Inappropriate use of the Chromebook may result in the student losing their right and privilege to use the device.
3. The Chromebook will be returned when requested by Miamisburg City Schools, or sooner, if the student withdraws from school prior to the end of the school year. The withdrawal process will not be completed until the Chromebook has been returned to school.
4. Chromebooks will have Miamisburg City Schools inventory tags on them. Students are not to make any attempt to alter these tags or remove them.
5. Students will not have the ability to print from the Chromebook.
6. At all times, students are to keep the Chromebook safe and secure.
7. Students are encouraged to help each other learn to operate the Chromebook. However, such help is to be verbal only and at the appropriate time.