

Digital Technology Policy

Objective: To enhance the teaching and learning environment, Grafton Intermediate Elementary utilizes digital technology to develop 21st-century skills. 1:1 devices are considered essential materials, similar to textbooks, pencils, pens, or paper. Although teachers may not use devices daily, students are responsible for being prepared for classroom activities, including having their devices charged and ready.

Taking Care of Your Device: The device and accessories are school property, and students are responsible for their general care. Non-compliance with guidelines will result in loss of device privileges and possible disciplinary action. Devices will remain in the homeroom classroom.

Damage, Loss, or Theft: If damage occurs due to negligence, vandalism, abuse, or carelessness, the student is responsible for repair or replacement costs. The building Principal and Technology Department will determine the need for device replacement. Report any damage to the teacher immediately. Stolen devices must be reported to the teacher, who will inform the office. The office will then notify law enforcement.

Repair/Replacement Costs for Chromebook Devices:

- Hinges for G8: \$7.50
- LCDs for G8: \$43.00
- Hinge Covers for G8: \$14.50
- LCD Back Cover G8: \$14.50
- Bezels: \$13.00
- LCD Cables: \$5.75
- Other: _____

Digital Citizenship

District-issued devices should be used for educational purposes. Students must adhere to the Grafton Public Schools Acceptable Use Policy and related policies at all times. In a digital and collaborative environment, students should always act as good digital citizens:

Respect Yourself: Show respect through your actions. Choose appropriate online names. Be cautious about the information, images, and media posted online. Carefully consider the personal information you share.

Protect Yourself: Ensure that posted information, images, and materials do not put you at risk. Do not publish personal details or activity schedules. Report inappropriate behavior immediately. Protect your passwords and accounts.

Respect Others: Show respect to others. Do not use electronic mediums to antagonize, bully, harass, or stalk people.

Protect Others: Report abuse and avoid forwarding inappropriate materials or communications. Avoid unacceptable materials and conversations.

Respect Intellectual Property: Request permission to use copyrighted or protected materials. Properly cite the use of websites, books, media, etc.

Protect Intellectual Property: Do not use pirated software or distribute media in a way that violates license agreements.

Student Discipline

Violations of the policies may result in disciplinary actions, including but not limited to limited device use, suspension, or expulsion. The administration will determine disciplinary actions, with the building principal or district administration making the final decision.