

## **HERITAGE E-STEM iPad INITIATIVE** **PROCEDURES AND INFORMATION**

### **iPADS FOR ONE-TO-ONE LEARNING**

Providing students with an individual iPad in a 1-to-1, wireless and networked environment provides an opportunity to enhance the overall learning experience. The opportunity to use 1-to-1 devices gives students access to anywhere, anytime learning – in classrooms, in schoolyards and at home. This 1-to-1 personalized learning also narrows the digital divide between students. The magnet school 1-to-1 iPad Initiative is meant to enable students to learn independently, collaborate with peers, and communicate their understandings using rich media. Ultimately, the goal of this effort is to help students strengthen the 21<sup>st</sup> century skills necessary for their success in the future.

### **LEARNING AND STUDENT LEADERSHIP OPPORTUNITIES**

- Student technology leaders will be encouraged to participate in learning and leadership opportunities with the technology implementation. Their voice will be an important part of making this a positive experience for all students.
- Technology learning creates an opportunity for students to support their peers through collaboration and positive peer support. Students are encouraged to share their expertise and support the learning of others in the classroom.
- Students should recommend learning apps that will support their course work using the on-line app request form.
- A community of technology learners should be constantly aware of appropriate use of technology in promoting a climate of a safe and positive school culture. Cyber bullying is in violation of the District 197 Internet User Agreement and can result in the loss of iPad privileges.

### **CARE FOR THE iPad**

- iPad sleeve and hardshell cover should remain with the iPad at all times. A replacement fee of \$25 for the sleeve and \$40 for the hard-shell cover will be charged if lost or not returned. When not in use, covering the iPad will protect the screen.
- Students will be issued a two-part charger: both the cord and plug will be returned to District 197 when the iPad is returned. A replacement fee of \$29 will be charged if lost or not returned.
- Fully charged iPad batteries will typically accommodate 12 – 15 hours of use.
- Waiting to charge the iPad until the charge is low (20% life or red indicator light) extends the battery life.

- The iPad screen is glass and can be vulnerable to cracking. Never place heavy objects on top of the iPad, never drop your iPad and careful placement in your backpack is important. Cracked screen replacement fees are approximately \$194; repair charges may vary.

### **PERSONAL RESPONSIBILITY FOR THE iPad**

I understand the iPad is an academic tool to support my learning, so:

- The iPad is required to be at school every day.
- The iPad should be charged and ready to use each day.
- I will respect other people's iPad and will not intentionally move, hide or use another student's iPad without their knowledge.

I will take good care of the iPad by:

- Using a soft cloth to clean the screen.
- Only charging the iPad when the battery level is below 20%.
- Keeping the iPad hard-shell cover closed when not in use.
- Keeping the iPad inside the padded sleeve when transporting.
- Keeping the iPad away from food or beverages
- Not placing decorations (stickers, markers, etc.) on the iPad.
- Not placing heavy objects on top of the iPad.
- When moving to and from school, iPads should be inside backpacks.

I will maintain personal control of the iPad by:

- Having the iPad at school every day.
- Having the iPad with me or secured in my locker.
- Never loaning the iPad to other individuals.

### **LOST, DAMAGED OR STOLEN**

- **If the iPad is lost**, it must be reported to the room 140A, as soon as possible. All iPads are equipped with tracking software, which will be used to locate missing iPads. It may be the responsibility of the student and family to recover the lost iPad once the location is identified. However, if necessary the district and the police will assist in recovery.
- **If the iPad is damaged**, please inform room 140A, immediately. Repair e-forms will need to be filled out. Your repair will be processed as quickly as possible. A loaner will be provided until the iPad is fixed. If the iPad is experiencing technical difficulties outside of school hours, you will need to wait until you return to school to fix it.
- Frequent damage to the iPad can result in losing take home privileges for up to one calendar year.
- **If the iPad is stolen or vandalism occurs**, it must be reported to the police as soon as possible to file a police report. All iPads are equipped with tracking software, which will be used to locate missing iPads. The district and the police will assist in recovery. A loaner will be provided until the iPad is recovered or is determined to be unrecoverable.

## **APPLICATION DOWNLOADS**

- District 197 owned iPads **must not** be connected to any other computer.
- Students are not allowed to use the App Store or iTunes on the District 197 iPad for the protection of software licensing.
- The App Store is disabled on all school owned devices for the protection of software licensing.
- Applications (Apps) will be downloaded (synced) at school. In order to manage this process, common sync days will be set by the district. Sync days require all iPads to be returned to school for updates and maintenance.
- All apps will be purchased for academic use and are the property of District 197.

## **VIOLATIONS OF TECHNOLOGY USER AGREEMENT**

- Technology owned by the district whether used inside or outside of school is a privilege not a right. This includes access to the iPad. Any violation of the District 197 Technology User Agreement can result in a loss of privilege up to and including loss of access for one calendar year.
- Modification of Profile Settings or Filtering icons on the iPad can result in a loss of privilege up to and including loss of access for one calendar year.
- Any loss of district technology access will mean that assignments delivered using technology will need to be completed using alternative learning materials.

## **STUDENT AND FAMILY iPad USE**

- We will follow the District 197 Technology User Agreement in school and outside of school when using District 197 technology.
- We understand that the iPad is subject to inspection at any time without notice.
- We understand that even though the student will use the iPad daily at school and at home for learning, the iPad remains the property of District 197.
- We will not disassemble any part of the iPad or attempt any repairs. All repairs should be submitted to District 197.
- We will not deface district identifications tags placed on the iPad.
- We agree to return the District iPad, hardshell, sleeve and power cords in good working condition. We understand that replacement fees apply to the accessories for the iPad.
- Students who withdraw, are expelled, or terminate enrollment are required to return the iPad. iPad privileges will be determined by building administration for students who are suspended from school. Alternative learning materials may be provided for suspension.

## **QUESTIONS?**

Contact Information:

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