

TARRANT CITY SCHOOLS Chromebook Procedure

All enrolled students will be issued a Tarrant City Schools owned Chromebook with a power cord and carrying case. It is the student's responsibility to ensure that their issued device is maintained in working order and charged for class. If there are any issues or damage sustained to the device the student will turn the device in to their respective school. The school will issue a temporary device while the student's issued Chromebook is repaired. Once the repair is complete the temporary device will be collected, and the student's original Chromebook will be returned to them. Students will be issued the same Chromebook, power cord, and carrying case each school year.

In the event of damage or loss of the student's issued Chromebook the following policy will be in place.

Loss: If a student loses their device or any accessories, payment will be made to reimburse the cost of the lost item. A lost power cord will result in a charge of \$35, lost carrying case a charge of \$30, and if the Chromebook is lost a charge of \$276 to replace the device and corresponding power cord. Fees will be collected by the school office and a replacement device and/or accessories will not be issued until payment has been made. Fees for a lost power cord or carrying case must be paid in full immediately in order to be issued a replacement. Fees for a lost Chromebook require a minimum payment of \$126 in order to be issued a replacement device, and a payment plan of \$50 per month for three months to reimburse the other \$150. Payment plans cannot extend beyond the end of the school year. In the event that there are not three months remaining in the school year, the remaining balance will be evenly spread over the remaining number of months.

Damage: During registration there is a \$30 charge per student to cover warranty service on the issued Chromebook. This Unlimited Accidental Damage Protection plan covers all damages sustained to student devices. There is no limit to the number of repairs per device, all warranty claims will be handled by the Tarrant City Schools Technology Department after the student has turned their device into their respective school. Damage to Chromebook power cords is not covered by the warranty. Any damage to power cords will be evaluated on a case-by-case basis by the Technology Department to determine whether a fee will be assessed for a replacement power cord.

Financial hardship that may inhibit a family's ability to pay assessed replacement fees will be evaluated on a case-by-case basis by the Board of Education office to determine if the fees will be waived.