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SUPERINTENDENT
OF SCHOOLS
REVERE MASS

Mason Kortz, Legal Fellow
ACLU of Massachusetts
211 Congress Street
Boston, MA 02110
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(617) 482-3170 x314

November 26, 2014

Paul Dakin
Superintendent
101 School Street
Revere, MA 02151

Re: Request for Public Records Relating to 1:1 Technology Programs

Dear Dr. Dakin,

This is a request for public records under M.G.L. ch. 66, § 10 made on behalf of the American Civil Liberties Union Foundation of Massachusetts (ACLUM). ACLUM seeks public records relating to the use of personal technology by students in your school district. We are not requesting any personally identifiable student information.

An increasing number of schools provide students with a laptop, notebook, tablet, eBook reader, or other portable computer ("1:1 device") that a single student will regularly use for at least half the academic year ("1:1 program"). ACLUM understands that your district has a 1:1 program.

We request the following documents relating to 1:1 programs and devices:

1. Any contracts, agreements, receipts, invoices, grants, or Memoranda of Understanding for:
 - a. The purchase or acquisition of 1:1 devices.
 - b. The purchase or acquisition of software to be installed on 1:1 devices.
2. Any rules, regulations, guidelines, handbooks, training materials, student and parent handouts, or other policy records that describe policies relating to:
 - a. Prevention of unauthorized access to 1:1 devices.
 - b. Remote access to the contents, functionality, use, or location of a 1:1 device.
 - c. Limitations on the applications or software that may be installed on a 1:1 device.
 - d. Limitations on the websites that may be accessed by a 1:1 device.
 - e. Distribution of 1:1 devices to students by purchase, lease, or loan.
 - f. Use of 1:1 devices by students on or off school grounds.
 - g. Inspection of the contents of a 1:1 device by anyone other than the student, whether by physical inspection, remote access, or both.
 - h. Notification in case of unauthorized access to a 1:1 device.

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DEPT OF EDUCATION
STATE OF VERMONT

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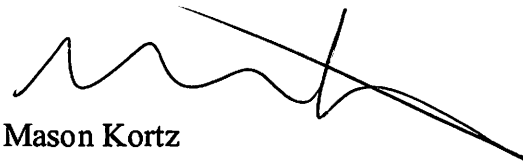
TO THE SUPERINTENDENT OF
SCHOOL DEPT OF EDUCATION
STATE OF VERMONT

Because this request involves a matter of public concern and because it is made on behalf of a nonprofit organization, we ask that you waive any copying costs pursuant to 950 C.M.R. § 32.06(5), which encourages all custodians of public records to “waive fees where disclosure would benefit the public interest.” ACLUM is a nonprofit §501(c)(3) organization dedicated to the protection of civil rights and liberties for all persons in the Commonwealth of Massachusetts.

Whenever possible, we prefer to receive the documents electronically rather than in paper form. As you know, a custodian of public records shall comply with a request within ten days after receipt. If any part of this request is unclear, please contact me at 617-482-3170 ext. 314.

Thank you for your assistance. We look forward to your response.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mason Kortz', with a long horizontal stroke extending to the right.

Mason Kortz
Legal Fellow
ACLU of Massachusetts

12-2-2014
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REVERE HIGH SCHOOL IPAD/1:1 DEVICE POLICIES AND PROCEDURES

RHS teachers and administrators believe that excellence in education requires a seamless integration of technology into the curriculum and instruction and that iPads constitute an innovative and powerful tool to increase students' access to technology and prepare them for college and the 21st century workplace.

iPad Goals: a) to support the implementation of the local curriculum and common core learning standards, b) to enhance learning opportunities by focusing on the application of skills in information retrieval, searching strategies, research skills, and critical thinking, and c) to promote life-long learning.

Acceptable Usage:

In the interest of consistency and proper management of iPads, students using iPads and other authorized digital learning devices at RHS must accept the iPad Usage Policy. The use of RHS's technology resources is a privilege, not a right. The privilege of using the technology resources provided by RHS is not transferable or extendable by students to people or groups outside the district and terminates when a student is no longer enrolled in RHS. This policy is provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources. If a person violates any of the user terms and conditions outlined in this policy, privileges may be terminated, access to the school district technology resources may be denied, and the appropriate disciplinary action shall be applied. The RHS Student Code of Conduct shall be applied to student infractions. Teachers have the prerogative of setting additional requirements for iPad and other digital device usage in their classrooms.

Note: Violations may result in disciplinary actions up to and including suspension/expulsion for students. When applicable, law enforcement agencies may be involved.

Parent/Guardian Responsibilities:

1. Talk to your child about values and the standards that your child should follow on the use of the internet just as you do on other social media information sources (e.g., television, telephones, movies, and radio).
2. You may opt out of having an iPad. However, bear in mind that this action may prevent your child from benefitting from learning opportunities that the iPad offers. Should you opt out, your child will still be responsible for completing his/her iPad assignment, which could take him/her longer.

School Responsibilities:

1. Provide internet and email access to your child.
2. Filter or block internet inappropriate or harmful materials transmitted via internet.
3. Provide network data storage areas. RHS reserves the rights to review, monitor, and restrict information stored on or transmitted via RHS-owned equipment and to investigate inappropriate use of resources.
4. Provide staff guidance to aid students in doing research and help assure student compliance of the acceptable use policy.

Students are Responsible for:

1. Using computers/devices in a responsible and ethical manner.
2. Obeying general school rules concerning behavior and communication that apply to iPad/related digital learning devices.
3. Using all technology resources in an appropriate manner so as to not damage school equipment. This "damage" includes, but is not limited to, loss of data resulting from

delays, non-deliveries, misdeliveries or service interruptions caused by the student's own negligence, errors, or omissions.

4. Contacting school administrators about any security problems they may encounter.
5. Turning off and securing their iPad after finishing with their work to protect their work and information.
6. If a student should receive email containing inappropriate or abusive language or if the subject matter is questionable, he/she is asked to print a copy and turn it in to the Office.
7. Returning their iPads to the Learning Commons at the end of each school year. Students who graduate early, withdraw, are suspended or expelled, or terminate enrollment at RHS for any other reason must return their individual school iPad computer on the date of termination.

Note: Unreturned iPads will be treated as unreturned books and related instructional materials to school, which means that students will be put on social probation. Students on social probation will be precluded from participating in school functions, activities, social events, including graduation. Grades, transcripts, diplomas or any other records will be withheld until the iPad is returned to school.

Student Activities Strictly Prohibited:

1. Illegal installation or transmission of copyrighted materials.
2. Taking any action that violates existing school policy or public law.
3. Sending, accessing, uploading, downloading, or distributing offensive, profane, threatening, pornographic, obscene, or sexually explicit materials.
4. Using chat rooms, sites selling term papers, book reports, and other forms of student work.
5. Messaging services, for example: MSN Messenger, ICQ, and playing internet/computer games
6. Using outside data disks or external attachments without prior approval from the administration.
7. Changing iPad settings (exceptions include personal settings, such as font size, brightness, etc.)
8. Spamming-Sending mass or inappropriate emails.
9. Gaining access to other students' accounts, files, and/or data.
10. Using the school's Internet/email accounts for financial or commercial gain or for any illegal activity.
11. Using of anonymous and/or false communications, such as MSN Messenger, Yahoo Messenger.
12. Giving out personal information, for any reason, over the Internet. This includes, but is not limited to setting up Internet accounts including those necessary for chat rooms, Ebay, email, etc.
13. Participating in credit card fraud, electronic forgery, or other forms of illegal behavior.
14. Vandalizing (any malicious attempt to harm or destroy hardware, software, or data including, but not limited to, the uploading or creation of computer viruses or computer programs that can infiltrate computer systems and/or damage software components) school equipment.
15. Transmitting or accessing materials that are obscene, offensive, threatening, or otherwise intended to harass or demean recipients.
16. Bypassing the RHS Web filter through a Web proxy.

iPad Care:

Students are responsible for maintaining their individual iPads and keeping them in good working order.

1. iPad batteries must be charged and ready for school each day.
2. Only labels or stickers approved by RHS may be applied to the iPads
3. Students will use mandatory school provided cases (or cases officially approved by the school) or face progressive discipline measures.
4. iPads that malfunction or are damaged must be reported to the Learning Commons. The school district will be responsible for repairing malfunctioning iPads.
5. Students will be responsible for the entire cost of repairs to iPads that are damaged intentionally.
6. Students will be responsible for regularly syncing with iCloud prior to submitting iPad claims; any unsaved data will be wiped out/removed.
7. iPads that are stolen must be reported immediately to the Office and the Police Department.

Legal Propriety:

1. Comply with trademark and copyright laws and all license agreements. Ignorance of the law is not immunity. If you are unsure, ask a teacher or parent.
2. Plagiarism is a violation of the RHS Code of Conduct. Give credit to all sources used, whether quoted or summarized. This includes all forms of media on the internet, such as graphics, movies, music, and text.
3. Use or possession of hacking software is strictly prohibited and violators will be subject to penalties in the RHS Student/Parent Handbook. Violation of applicable state or federal law will result in criminal prosecution or disciplinary action by the District.

Student Discipline:

If a student violates any part of the above policy, he/she will be put on the following disciplinary steps:

1. First offense -- Students, who break/lose their iPads will be subject to a \$ 20 processing fee to offset the cost of preparing, shipping, and imaging a new or refurbished iPad for the student
2. Second offense --Students will be required to complete an additional five (5) hours of community service.
3. Third Offense – Consequences will be up to the student's vice-principal, but may include additional hours of community service.

Note: Senior students will also lose their senior privilege during this same period.

iPads Left in Unsupervised Areas:

Under no circumstances should iPads be left in unsupervised areas. Unsupervised areas include the school grounds/premises, lunchroom, computer lab, locker rooms, Learning Commons (LC), unlocked classrooms, dressing rooms, and hallways. Any iPad left in these areas is in danger of being stolen. If an iPad is found in an unsupervised area, it will be taken to the LC or to the office. A student will be charged \$5.00 to retrieve his/her iPad that has been turned into the LC or the office due to not being supervised.

July 31, 2014

Dear Parent/Guardian:

The purpose of this letter is to inform you that your child (depending on his/her grade level) is scheduled to receive an iPad in the RHS Field House from August 13 through August 19, 2014 and that you, as a parent or legal guardian, must accompany your child for this pickup (there will be no exceptions.) In order to receive the iPad, you and your child are required to sign the **Parent/Guardian Authorization for Students to take an iPad Home and the Student Pledge for iPad use** (attached to this letter) which describes the terms and conditions of iPad usage.

In order to ensure a smooth and seamless distribution process, we have developed the following pickup schedule based upon your child's grade level.

IPAD DISTRIBUTION SCHEDULE

GRADE LEVEL	DATE	TIME
Grade 9 Students	August 13, 2014	8:00 a.m. – 5:00 p.m.
Grade 10 Students	August 14, 2014	8:00 a.m. – 5:00 p.m.
Grade 11 Students	August 18, 2014	8:00 a.m. – 5:00 p.m.
Grade 12 Students	August 19, 2014	8:00 a.m. – 5:00 p.m.

Students will receive their iPads at no cost incurred to them or their families. However, they are required to purchase an iPad insurance plan to protect the device against accidental damage or theft.

Proof of insurance and a valid photo ID will be required before an iPad is issued to your child. Insurance can be purchased via a credit card, money order, or bank check on your designated pickup day at school or from home at <https://my.worthavegroup.com/revereips/>

Note: Students must pay any outstanding balances owed, including processing fees, incurred in prior school years, on or before their designated pickup dates to Revere Public Schools before a new iPad is issued to them.

We look forward to seeing you on your assigned date and slot time. Please do not hesitate to contact the school at 781-286-8222 should you have any questions or concerns.

Sincerely,

Dr. Lourenço Garcia, Principal

A Spanish version of this letter is on the reverse side. (Una version en español de esta carta es en el reverse).

31 de Julio del 2014

Estimados Padres/Tutores:

El propósito de esta carta es para informarle de que su hijo/a (dependiendo de su nivel de grado) está programado para recibir un iPad en el Gimnasio de la RHS a partir del 13 de Agosto al 19 de Agosto del 2014, y que usted, como padre o tutor legal, deberá acompañarlo/a para que lo recoja (no hay excepciones). Para poder recibir el iPad, usted y su hijo/a están obligados a firmar la Autorización del padre/tutor para que los estudiantes se lleven a la casa un iPad y el Juramento del Estudiante para el uso del iPad (adjunto a esta carta), el cual describe los terminus y condiciones de uso del iPad.

Con el fin de garantizar un proceso de distribución transparente, hemos desarrollado el siguiente programa para recoger los iPads basado en el nivel de grado de su hijo/a.

HORARIO PARA LA DISTRIBUCIÓN DEL IPAD

NIVEL DE GRADO	FECHA	HORA
Estudiantes en el Grado 9	13 de Agosto del 2014	8:00 a.m. – 5:00 p.m.
Estudiantes en el Grado 10	14 de Agosto del 2014	8:00 a.m. – 5:00 p.m.
Estudiantes en el Grado 11	18 de Agosto del 2014	8:00 a.m. – 5:00 p.m.
Estudiantes en el Grado 12	19 de Agosto del 2014	8:00 a.m. – 5:00 p.m.

Los estudiantes recibirán sus iPads sin costo incurrido para ellos/familias. Sin embargo, están obligados a comprar un plan de seguro de iPad para proteger el dispositivo contra daños accidentales o robo.

Con fines de verificación, se requerirá un ID con foto antes de que un iPad sea entregado a su hijo/a. El seguro puede ser adquirido a través de una tarjeta de crédito, giro postal o cheque bancario en su día de recolección designado en la escuela o de casa a <https://my.worthhavegroup.com/revereps/>

Nota: Los estudiantes deben pagar los saldos pendientes adeudados, incluyendo los honorarios de procesamiento, incurridos en años anteriores de la escuela, en o antes de sus días de recogida designados por las Escuelas Públicas de Revere antes de un Nuevo iPad se emite a ellos.

Esperamos verlos en la fecha y hora asignada. Por favor, si tienen alguna pregunta o duda no dude en ponerse en contacto con la escuela al 781-286-8222.

Atentamente,

Dr. Lourenç Garcia, Principal

Revere High School
Parent/Guardian Authorization Form for Students to take iPad Home

Parents or legal guardians have total responsibility for the safe return of iPads taken home by a student. Until the iPad has been returned to school and acknowledged in writing as returned by an authorized school employee, the parents/guardians retain the legal liability for the issued iPad. Any unreturned iPad will be treated as unreturned books and related instructional materials to the school, which means that our son/daughter will be put on social probation. Students on social probation are prohibited from participating in school functions, activities, social events, including graduation. Additionally, grades, transcripts, diplomas or any other school records will be withheld until the iPad is returned to school.

Name of Student: _____ Grade: _____

Parent Name: _____

Mailing Address: _____

Home Phone: () _____

Cell Phone: () _____

[] I authorize my son/daughter (named above) to take home an iPad. I will participate in the iPad Protection Plan* for the 2014-2015 school year and submit my payment online at: <https://my.worthavegroup.com/revereips>, by mail or phone (an insurance application form is attached). I understand that this plan will cover **Accidental Damage ONLY.****

Parent/Guardian Signature _____ Date: ____/____/____

You must bring this form to the school on the date your son/daughter is scheduled for iPad pick-up and purchase the iPad Insurance Protection Plan either onsite or on your own via internet/by mail.

Note: If you choose to purchase insurance on your own online/by mail, you will need to show proof of insurance before an iPad is released to your child.

*Your insurance plan is valid for 12 months and renewable.

**Insurance damage accident will cover your iPad-4 against drops/spills, theft, vandalism, fire, food, natural disasters, and power surge due to lightning strikes. Your coverage period is for 12 months.

Note: Bring this form with you (dully filled out) on the day you are scheduled for pick-up. A photo ID will be required before an iPad is released to your child.

A Spanish version of this form is on the reverse side. (Una version en español de esta forma está en el reverso)

Escuela Secundaria de Revere
Formulario de Autorización de los Padres/Guardián para que los estudiantes se lleven a la casa el iPad

Los padres/tutores tienen la responsabilidad total por la restitución segura de los iPads llevados a la casa por un estudiante. Hasta que el iPad no sea devuelto a la escuela y reconocido por escrito como devuelto por un empleado autorizado de la escuela, los padres/guardians mantienen la responsabilidad legal por el iPad entregado. Cualquier iPad no devuelto será considerado como libros no devueltos y materiales educativos relacionados a la escuela, lo cual significa que su hijo/a será puesto en probatoria social. Los estudiantes en probatoria social, tienen prohibido participar en funciones escolares, actividades, eventos sociales, incluyendo la graduación. Además, las calificaciones, transcripciones, diplomas u otros registros escolares serán retenidos hasta que el iPad se devuelva a la escuela.

Nombre del Estudiante: _____ Grade: _____

Nombre del Padre/Madre: _____

Dirección Postal: _____

Teléfono de la Casa: () _____

Teléfono Celular: () _____

[] Yo autorizo a mi hijo/a (nombrado anteriormente) para llevar a la casa un iPad. Yo participaré en el Plan de Protección del iPad * para el año escolar 2014-2015 y presentaré mi pago en línea en <https://my.worthavegroup.com/revereps/> por correo o por teléfono (se anexa un formulario de solicitud de seguro). Entiendo que este plan cubrirá SOLO Daños Accidentales. **

Firma de los Padres/Guardián _____ Fecha: ____ / ____ / ____

Usted debe traer este formulario a la escuela en la fecha en que su hijo/a está programado para recoger el iPad y comprar el Plan de Seguro de Protección del iPad ya sea en el sitio o por su cuenta a través de Internet/por correo.

Nota: Si usted decide adquirir un seguro por su cuenta en línea/por correo, usted tendrá que demostrar prueba de seguro antes de que un iPad sea entregado a su hijo/a.

*Su plan de seguro tiene una validez de 12 meses y es reanudable.

**El seguro por daños accidentales cubrirá su iPad-4 contra las caídas/derrames, robo, vandalismo, fuego, comida, desastres naturales y sobrevoltaje debido a descargas eléctricas. Su periodo de cobertura es de 12 meses.

Nota: Con fines de verificación, se requerirá un ID con foto antes de que un iPad sea entregado a su hijo/a.

Nota: Lleve este formulario con usted (debidamente cumplimentado) en el día de la fecha programada para su recogida. Se requerirá una identificación con foto antes de un iPad se libera a su hijo.

**REVERE SCHOOL DISTRICT
iPAD PROTECTION PLAN**

The iPad is the property of Revere Public Schools and as a result may be seized and inspected at any time. Because your iPad is an expensive investment, it must be protected by the school district, student or parent. The following outlines the various areas of protection: warranty, accidental damage protection, and insurance.

Insurance:

You must purchase insurance online at (<https://my.worthavegroup.com/revereips/>), by mail, or onsite on the day you are scheduled for pick-up to protect your iPad against accidental damage (drops/spills), theft, vandalism, fire, flood, natural disasters and power surge due to lightning strikes. Whatever payment method you have decided to use, proof of insurance to the school is required before an iPad is released to your child.

Accepted Forms of Payment: Money Orders, Bank Checks or Credit Cards

School District Protection Plan

[] I agree to pay the school district an annual protection payment for coverage of theft, loss or damage by fire, flood or water for \$49.00. This payment is non-refundable and the annual coverage begins upon receipt of the payment and ends at the end of each school year.

Parent Name (Please Print): _____

Parent Signature: _____ Date: ____ / ____ / ____

ADDITIONAL INFORMATION: In cases of fire theft, vandalism, or any other criminal related acts, a police report **MUST** be filed by the student or parent in order to activate the protection coverage. A copy of the police/fire report must be provided to the principal's office.

INTENTIONAL DAMAGE: Students/Parents are responsible for full payment of intentional damages to iPads. Warranty, Accidental Damage Protection, or District iPad Protection **DOES NOT** cover intentional damages to iPads.

Note: Bring this form with you (dully filled out) on the day you are scheduled for pick-up. A photo ID will be required before an iPad is released to your child.

A Spanish version of this form is on the reverse side (Una versión en español de esta forma está en el reverso)

**REVERE SCHOOL DISTRICT
PLAN DE PROTECCIÓN DEL IPAD**

El iPad es propiedad de las Escuelas Públicas de Revere y como resultado puede ser retenido y revisado en cualquier momento. Debido a que su iPad es una inversión costosa, debe ser protegido por el distrito escolar, por el estudiante o sus padres. A continuación se describen las distintas áreas de protección: garantía, protección por daños accidentales y seguros.

Seguro:

Usted debe comprar el seguro en línea en (<https://my.worthaveragegroup.com/revereps>), por correo, o en el lugar en el día de la fecha programada para ser recogido para proteger su iPad contra daños accidentales (caídas/derrames), robo, vandalismo, incendios, inundaciones, desastres naturales y sobrevoltaje debido a descargas eléctricas. Cualquier método de pago que haya decidido usar, la escuela requiere prueba de seguro antes de que un iPad sea entregado a su hijo/a.

Plan de Protección del Distrito Escolar

[] Estoy de acuerdo en pagar al distrito escolar un pago anual de protección de \$49.00 por la cobertura de robo, pérdida o daño por incendio, inundación o agua. El pago de \$147.00 no es reembolsable. Esta cobertura anual comienza después de recibir el pago y termina al final de cada año escolar.

Nombre del Padre/Madre (por favor imprima): _____

Firma del Padre/Madre: _____ Fecha: ____/____/____

INFORMACIÓN ADICIONAL: En caso de incendio, robo, vandalismo, o cualquier otro acto criminal, un reporte policial **DEBE ser presentado por el estudiante o sus padres** para activar la cobertura de protección. Se debe entregar una copia del informe policial/incendio a la oficina del principal.

DAÑO INTENCIONAL: Los estudiantes/Padres son responsables por el pago total por los daños intencionales causados a los iPads. La garantía, Protección contra Daños Accidentales, o Protección del iPad en el Distrito **NO** cubre los daños intencionales a los iPads.

Nota: Lleve este formulario con usted (debidamente cumplimentado) en el día de la fecha programada para su recogida. Se requerirá una identificación con foto antes de un iPad se libera a su hijo.

**Revere High School
Student Pledge for iPad Use**

1. I will take good care of my iPad.
2. I will never leave my iPad unattended.
3. I will claim my iPad, if found unattended, by paying a \$5.00 retrieval fee to the school.
4. If I break/lose my iPad, I will pay a processing fee of \$20.00 payable to Revere High School.
5. I will be subject to a minimum of five (5) hours of community service if I am a repeat offender.
6. I will never loan out my iPad to other individuals.
7. I will know where my iPad is at all times.
8. I will charge my iPad's battery daily.
9. I will keep food and beverages away from my iPad.
10. I will not disassemble any part of my iPad or attempt any repairs.
11. I will protect my iPad by only carrying it in a manufactured case to avoid damage.
12. I will use my iPad in ways that are appropriate, meet RHS expectations, and are educational.
13. I will not place decorations (such as stickers, markers, etc. on the iPad. I will not deface the serial number iPad sticker on any iPad.
14. I understand that my iPad is subject to inspection at any time without notice and remains the property of the Revere School District.
15. I will follow the policies outlined in the *iPad handbook* and the *Use of Technology Resources Policy* while at school as well as outside of the school day.
16. I will file a police report in case of theft, vandalism, and other acts covered by insurance.
17. I will be responsible for all damage or loss caused by neglect or abuse.
18. I agree to return the District iPad and power cords in good working condition.

I agree to the stipulations set forth in the iPad Policy and Procedures, as outlined in the Revere High School handbook; the Acceptable Use Policy; the iPad Insurance Protection Plan; and the Student Pledge for iPad Use; and acknowledge receipt of one (1) iPad, which will be used for academic purposes only. I understand that the iPad is school property and must be returned to school at the end of the school year.

Student Name (Print): _____

Student Signature: _____ Date: ____/____/____

Parent Name (Print): _____

Parent Signature: _____ Date: ____/____/____

Individual school iPads and accessories must be returned to RHS Learning Commons at the end of each school year. Students who graduate early, withdraw, are expelled/terminated from RHS for any other reason must return their iPads on the date of termination. Unreturned iPads will be treated as unreturned books and related instructional materials to school, which means that students will be put on social probation. Students on social probation will be precluded from participating in school functions, activities, social events, including graduation. Grades, transcripts, diplomas or any other records will be withheld until the iPad is returned to school.

Note: The student and parent/legal guardian must fill out this form and return it to school on the date the iPad is scheduled for pick-up.

A Spanish version of this form is on the reverse side (Una version en español de esta forma está en el reverse).

Escuela Secundaria de Revere
Juramento del Estudiante para el Uso del iPad

1. Cuidaré muy bien de mi iPad.
2. Nunca dejaré mi iPad desatendido.
3. Reclamaré mi iPad, si se encuentra desatendido, mediante el pago de una cuota de recuperación de \$5 a la escuela.
4. Si rompo/perdo mi iPad, pagaré un cargo de procesamiento de \$20.00 dólares a nombre de Revere High School.
5. Yo sere sujeto a un mínimo de cinco (5) horas de servicio comunitario si soy un reincidente.
6. Nunca prestaré mi iPad a otras personas.
7. Sabré dónde está mi iPad en todo momento.
8. Cargaré la bacteria de mi iPad diariamente.
9. Mantendré los alimentos y bebidas lejos de mi iPad.
10. No voy a desmontar níguna parte de mi iPad o intentar cualquier reparación.
11. Protegeré mi iPad solo llevándolo en un estuche fabricado para evitar daños.
12. Usaré mi iPad en formas que sean apropiadas, cumplan con las expectativas de la RHS, y con fines educativos.
13. No colocaré decoraciones (como calománías, marcadores, etc.) en el iPad. No estropearé la etiqueta con el número de serie de iPad en ningún iPad.
14. Entiendo que mi iPad está sujeto a inspección en cualquier momento sin previo aviso, y sigue siendo propiedad del Distrito Escolar de Revere.
15. Seguiré las normas descritas en el *Manual del iPad y las Normas del Uso de Recursos de la Tecnología*, mientras esté en la escuela como fuera del día escolar.
16. Presentaré una denuncia policial en caso de robo, vandalism y otros actos cubiertos por el seguro.
17. Seré responsable por todos los daños o pérdidas causados por negligencia o abuso.
18. Estoy de acuerdo en devolverle al Distrito el iPad y los cables eléctricos en buenas condiciones de funcionamiento.

Estoy de acuerdo con las estipulaciones establecidas en la Norma y Procedimientos del iPad, tal como se indica en el Manual de la Escuela Secundaria de Revere, la Norma de Uso Aceptable, y el Plan de Seguro de Protección del iPad, y el juramento de los estudiantes para el uso del iPad, y reconozco haber recibido un (1) iPad, que se utilizará para fines académicos solamente. Entiendo que el iPad es propiedad de la escuela y debe ser devuelto a la escuela al final del año escolar.

Nombre del Estudiante (Imprima): _____

Firma del Estudiante: _____ Fecha: ____/____/____

Nombre del Padre/Madre (Imprima): _____

Firma del Padre/Madre: _____ Fecha: ____/____/____

Los iPads individuales de la escuela y los accesorios deben ser devueltos a la RHS Learning Commons al final de cada año escolar. Los estudiantes que se gradúan temprano, se retiran, son expulsados/terminados de la RHS por cualquier otro motive, deben devolver sus iPads en la fecha de terminación. Los iPads no devueltos serán considerados como libros no devueltos y materiales educativos relacionados a la escuela, lo cual significa que us hijo/a sera puesto en probatoria social. Los estudiantes en probatoria social, tienen prohibido participar en funciones escolares, actividades, eventos sociales, incluyendo la graduación. Las calificaciones, trnscipciones, diplomas u otros registros escolares serán retenidos hasta que el iPad se devuelto a la escuela.

Nota: El estudiante y los padres/tutor legal deben llenar este formulario y devolverlo a la escuela en la fecha en que esta programado para recoger el iPad.

Nota: Lleve este formulario con usted (debidamente cumplimentado) en el día de la fecha programada para su recogida. Se requerirá una identificación con foto antes de un iPad se libera a su hijo.

**iPad Protection Plan
2014-2015 School Year**

Revere Public Schools strongly recommends students and parents/guardians to obtain an iPad insurance protection plan. The plan will cover the full cost of accidental damage to the loaned iPad. However, deliberate misuse, abuse or loss of the iPad remains the full responsibility of the student/parent and will not be covered under the iPad insurance protection plan. In cases of misuse, abuse/loss of the iPad, the parents/guardians will be responsible for the full cost of repair or replacement of the iPad.

As a student, parent/legal guardian you will have the following options:

1. Purchase an insurance protection plan for accidental damage (online, by mail/phone), while using the iPad during the 2014-2015 school year (an insurance application form is enclosed).
2. Decline insurance coverage and be responsible for the cost to replace the iPad if lost or damaged by accident or otherwise.

A Spanish version of this form is on the reverse side (Una version en español de esta forma está en el reverso).

**Plan de Protección del iPad
Año Escolar 2014-2015**

Las Escuelas Públicas de Revere recomiendan encarecidamente a los estudiantes y a los padres/tutores obtener un plan de seguro de protección para el iPad. El plan cubrirá el costo total de daños accidentales sufridos por el iPad que se les ha prestado. Sin embargo, el mal uso deliberado, el abuso, o la pérdida del iPad sigue siendo la plena responsabilidad del estudiante/padre y no estará cubierto bajo el plan de seguro de protección del iPad. En los casos de mal uso, abuso/perdida del iPad, los padres/tutores serán responsables por el costo total de reparación o reemplazo del iPad.

Como estudiante, padre/tutor legal, usted tendrá las siguientes opciones:

1. Comprar un plan de seguro de protección por daños accidentales (en línea, por correo/teléfono), mientras use el iPad durante el año escolar 2014-2015 (Se adjunta un formulario de solicitud de seguro).
2. Rechazar la cobertura del seguro y ser responsable por el costo de reemplazar el iPad en caso de pérdida o daños por accidente u otras causas.