To further enhance the learning environment for middle and high school students, the Spring Hill School District deployed 1-to-1 technology to increase student success. Driven by the district’s Mission statement, the program is focused on ensuring students are college and career ready when they graduate.

Known as ICan, the move to individualized technology means students can…  
**Learn, Create, Adapt & Succeed!**

Every middle and high school student in the Spring Hill School District receives a personal learning device, a MacBook Air laptop, for use at home and school that offers them a learning experience personalized to meet their individual educational needs and encourages personal learning styles.

For details about student and parent responsibilities, please review the following six steps. In addition, parents must attend an orientation meeting or sign appropriate forms and review the presentation posted at www.usd230.org/1to1.

### Introduction to ICan

#### Key Steps:

1. **Loan Agreement**
2. **Maintenance Fee & Damage Agreement**
3. **Acceptable Use Policy**
4. **Protecting Students at School**
5. **Student Safety at Home**
6. **Student Resources**

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### 1. Loan Agreement

A two-page loan agreement outlines student and parent responsibilities. By signing the agreement, the borrower agrees to the terms outlined. The full document can be found online in the resources section of the district’s 1-to-1 web site.

**Key points:**

- Each student will receive a MacBook Air laptop, charger and a protective case at the beginning of the school year.
- A student will receive the same computer throughout their time in the district. The laptops are not available for use during summer months.
- The computers will be checked out at the beginning of a school year and returned at the end.
- Failure to return the device requires a $900 reimbursement to the district.
- Borrowers may not deface or destroy the computers in any manner.
- Inappropriate use of the MacBook Air or accessories may result in the student losing his/her right to the device. See the Acceptable Use Policy (see #2)
- The laptops must be charged at night and brought to school each day.
- Computers are not available for purchase when a student graduates due to tax laws and also the trade-in value that is needed to help sustain ICan for future students.
- A family may opt-out of receiving a MacBook for student’s use at home. However, many assignments will require a computer to complete. All students will use a computer at school even if they do not take it home.

For more about MacBook Air features, visit www.apple.com/macbook-air/features.html.
2. Maintenance Fee & Damage Agreement

The MacBook Air Damage and Loss Form is designed to help parents and guardians understand student’s protection and responsibilities against damage and loss related to the loaned equipment. The document must be signed prior to receiving a laptop for use at home. The full document is posted on the 1-to-1 web site.

Key Points:

- A $20 maintenance fee is being charged annually to cover the use, general maintenance, and replacement of a laptop. The amount was approved by the Spring Hill Board of Education after review of damage accrued, and it does not replace the annual instructional materials fee.
- Routine maintenance issues and malfunctions not due to visible physical damage will be completed at no cost to the student.
- First-time accidental damage that requires repair or replacement will be assessed by the Technology Department, and the cost will be paid at a rate of 80% by the district and 20% by the student. Subsequent repairs due to accidents will be completed with an increasing co-pay by the student. In no case shall the amount be greater than the $900.
- Willful or negligent damage is not covered by the agreement, and replacement or repair is the responsibility of the borrower.

3. Acceptable Use Policy

Each year, as part of enrollment, students and parents show their acceptance of the district’s Acceptable Use Policy terms by signing it (either in person or electronically). The Acceptable Use Policy or AUP is a document that outlines how a school district expects students to behave with technology. It defines what is deemed acceptable behavior for users of district-issued technology and use of its systems, including email, the Internet and any applicable networks.

Access to the Internet enables students to have access to electronic information that enables them to explore thousands of libraries, databases, educational resources, participate in distance learning and communicate with experts and other Internet users around the world. Access to the Internet through the district network is provided for educational and professional use to enable students to achieve greater academic and future success.

AUP Key Points:

- The use of district technology is a privilege, not a right. All users are responsible for good behavior on computers and networks.
- School rules related to behavior and communication apply to use of technology.
- District-owned technology should not be utilized for illegal or inappropriate uses at school or at home.
- Violating the policy shall result in disciplinary action, including possible loss of use of technology.
- Reminders to students not to post any personal information online.
- Students shall not plagiarize and should respect copyright owners.
- The district is in compliance with federal and state laws related to Internet use, including the Children’s Online Privacy Protection Act and the Kansas Children’s Internet Protection Act.

The full document can be found at www.usd230.org/1to1.
4. Protecting Students at School

First and foremost, student education is critical for ensuring student safety and security. Common Sense Media is a digital literacy and citizenship curriculum that is used in district classrooms to educate students regarding safe Internet practices. That combined with detailed guidance in the district’s Acceptable Use Policy and building conduct codes provides clear direction to help ensure safety.

In addition, content filtering, device management, data encryption, and firewall security provide the boundaries that limit breaches in safety and security. The district also is in compliance with state and national laws related to Internet safety for children.

• The district’s current Internet filtering system (iBoss) is designed to provide appropriate access to resources while using the district network.
• The district’s current data policies and procedures, including data encryption and firewall, are sufficient to ensure that student data on the district network are secure. Education will be provided to students and parents, including practices that ensure they protect data that they may choose to place on their device.
• The district’s technology management program provides the ability to “wipe” devices if the device is lost or stolen. Procedures for requesting district intervention on the personal device will be distributed to students and parents.

5. Student Safety at Home

At school, the Acceptable Use Policy, school code of conduct and Digital Citizenship curriculum set expectations for use of technology. However, learning and discovery doesn’t end when students leave school grounds. Having a laptop for use at school and home will encourage creativity and provide many educational opportunities. It also means that parents and guardians will need to make safety choices that fit their family. Navigating the ever-changing online world can be challenging so it is important to have open dialogue about expectations and boundaries in order to ensure that students make choices that reflect family values.

More information about Internet safety will be available during the parent orientation sessions. Note that the district will not be filtering Internet usage off school grounds. If families are interested in assistance with filtering, an option will be available to them. In addition, below are a list of web sites that provide helpful information and resources for families.

Recommended Resources:

• [https://www.google.com/safetycenter/families/start/](https://www.google.com/safetycenter/families/start/)


• [http://www.ala.org/aasl/parents/internet](http://www.ala.org/aasl/parents/internet)

• [http://www.internetsafety101.org/safetyresources.htm](http://www.internetsafety101.org/safetyresources.htm)

Our schools utilize digital literacy curriculum across all content areas to ensure our students become users who are safe and can evaluate information critically.

– Rebecca Cheek, SHMS Media Specialist
6. **Student Resources**

Students will be eligible to receive MacBook Air computers after parents or guardians complete all 1-to-1 documents and agreements. The computers will be handed out to students at school during the first weeks of school and also as needed to students new to the district.

At Spring Hill Middle and High School, the day that students receive their laptops is an exciting start to an expanded educational journey. However, it is important that students understand their responsibilities, the basics about laptop use and care, expectations and digital citizenship, as well as receive an overview of programs and applications. All of these topics will be covered on the first day that students receive laptops.

In addition, a student web site has been developed to assist students and parents with questions and support. Students will explore the site on the day that they receive their laptop.

Ongoing support will be available to students, including assistance addressing concerns about system maintenance or “how to questions” that will be accessed through both schools’ Media Centers. The district’s teachers also have received training on the Macs, and will offer support. In addition, teachers will model system and program use, as they incorporate the new technology into lessons and student learning.

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**Questions?**

Visit www.usd230.org/1to1 to view online resources, including the orientation presentation and all forms. In addition, you are welcome to contact your student’s school or email info@usd230.org.

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The district’s commitment to provide quality technology to each student in grades 6 through 12 levels the playing field for all of our students and builds a strong foundation, as they prepare for college and careers.

— Rod Sprague Principal, Spring