



Mesabi East School District Grade 5-12 iPad Policy 2017-2018 School Year

Mesabi East Schools are positioning our students to be successful in a changing world where a wealth of information is now presented in digital format. This requires today's students to have a new set of skills that allows them to effectively find, synthesize, and communicate information as they use 21st century skills of problem solving, critical thinking, collaboration, and technology literacy. To ensure that our students develop the skills and knowledge necessary to achieve high levels of success, Mesabi East Schools are investing in their future by equipping our students in grades 5 through 12 with an Apple iPad computing device.

This technology tool in the hands of our students and teachers opens a whole new dimension of how classroom learning can be enhanced through instant access to digital curriculum and resources. The iPad limits the need for traditional print textbooks, hand held calculators, dictionaries, and other resource materials as students can find interactive textbooks, calculators, and a wealth of resource applications right at their fingertips.

Our school-wide initiative provides 1:1 iPads in grades Pre-K through 12. We are one of the leading school in North Eastern Minnesota providing 1:1 access in more grade levels than any other school.

Apps and Student Accounts

School owned iPads must not be and are unable to be synced to any other computer. Apps purchased by the District are the property of Mesabi East Public Schools.

Students in grades 5-12 will be provided an iPad with which they are authorized to install pre-approved apps from a Self Service app catalog. Installing unapproved apps from the App Store will be a compliance violation and the appropriate district staff will be notified. In addition, the iPad will have automatic restrictions activated. These restrictions will remain in effect until the offending app(s) are removed and approval is given from the building principal.

Apple ID's will no longer be assigned to students and are no longer necessary with school-assigned iPads. Apps can be downloaded from the Self Service app catalog without the need to enter an Apple ID or password. Additionally, educational apps can be pushed to a students device by the technology department at the request of a classroom teacher.

*Note: Only student accounts are allowed on the iPads. Due to our terms of service, a parent can not use their own account in lieu of a student account.

iPad Security

Never leave an iPad unattended. When not in your personal possession, the iPad should be in a secure, locked environment. Unattended iPads will be collected and stored in the school's main office.

Do not lend your iPad to another person. Each iPad is assigned to an individual and the responsibility for the care of the iPad solely rests with that individual.

Each iPad has a unique identification number and at no time should the numbers or labels be modified or removed.

Students should add a lock-screen passcode to their iPad to help secure their personal information in the iPad.

District Policies about Technology

Access to the technology in the Mesabi East School District has been established for educational purposes. The use of the Mesabi East School District's electronic technologies is a valued resource to our community. All electronic technologies must be used in support of the educational program of the District. This access may be revoked at any time for abusive or inappropriate conduct related to the use of electronic technologies.

Failure to comply with the District policies or the guidelines stated in this document for care and use of the iPad may result in the loss of privilege to take the iPad home or use the iPad in general. Specific policies that apply:

- Bullying Prohibition Policy (#514)
- Technologies [Acceptable Use Policy](#) (#524)

The iPad is the property of Mesabi East Public Schools and as a result may be seized and reviewed at any time. **The student should have NO expectation of privacy of materials found on an iPad.**

Student's Care and Maintenance of the iPad

iPad Care

The iPad is an electronic device, handle it with care.

- Carefully transport your iPad to school every day. Avoid placing weight on the iPad.
- Never throw or slide an iPad.
- Never expose an iPad to long-term temperature extremes or direct sunlight.
- An automobile is not a good place to store an iPad.

iPad Screen

The iPad screen is glass and vulnerable to cracking.

- Never throw a book bag that contains an iPad.
- Never place an iPad in a book bag that contains food or heavy or sharp objects.
- Avoid using sharp objects that could scratch the iPad.
- Never place heavy objects on top of the iPad
- Never drop your iPad.

iPads do not respond well to liquids.

- Avoid applying liquids to the iPad.
- Clean an iPad with a soft, slightly damp, lint-free cloth.
- Avoid getting moisture in the openings.
- Do not use window cleaners, household cleaners, aerosol sprays, solvents, alcohol, ammonia, or abrasives to clean the iPad.

iPad Case

Your iPad comes with a school issued case. The iPad must remain in the school issued case at all times. Students may decorate and individualize this case if they wish as long as the adornment is appropriate and does not degrade the protective nature of the case.

iPad Battery

The iPad battery should be charged using the provided wall charger and brought to school ready to use each day. Failure to do so may result in the student's inability to participate in classroom learning activities.

- Fully charged iPad batteries will typically last 12-15 hours of use.
- Waiting to charge the iPad until the charge is low (less than 20% or red indicator light) will extend the battery life.
- It is the student's responsibility to charge the iPad at home and ensure it is ready for use in school each day.

iPad Use at School

At school, the iPad is an educational tool. The iPad issued to a student is the responsibility of the student. Any use of the iPad during school hours should only be for a specific assignment given by a specific teacher. If a student is doing something on the iPad and they can't tell which assignment it is for, they are in violation of our rules and policies.

Students are allowed to use the iPad during lunch for any activity that is legal and appropriate for school. This is the only time at school that students will have "free-time" on the iPad. Teachers cannot give "free-time" to students in class.

To ensure online safety of the students, Mesabi East has a filter in place at the school that blocks questionable sites. To help students abide by our rules and policies, students are NOT allowed to clear any history in any app including but not limited to Safari and YouTube EDU. This applies to anyone that uses the iPad.

iPad Cameras and Microphone

All electronic recordings created with an electronic device must comply with District policies and State and Federal laws. The use of electronic recording devices in a manner that compromises the privacy interests of other individuals is prohibited. District policy also prohibits harassment and bullying (District Policy #514). Users of the iPad device are required to use the device in a manner that complies with these and other district Policies. Use of the iPad in a manner that violates District policy may result in revocation of the device and may result in further disciplinary actions.

Audio and visual recording of lessons or individuals is at the discretion of the teacher and prior approval must be obtained. Any electronic recordings obtained with the recording device are for instructional/educational purposes and individual use. Therefore, electronic recordings obtained with the iPad may not be shared, published, or rebroadcasted for any reason by the student without permission. Furthermore, users of the iPad should be aware that State and Federal laws prohibit secret or surreptitious recording undertaken without the knowledge and consent of the person or persons being recorded. Violations of State and Federal recordings laws will be reported to the proper authorities.

Lost, Stolen, or Damaged iPads

Parents must elect an insurance option to cover costs associated with lost, stolen, or damaged iPads. A separate insurance agreement is issued with each iPad for parents to review and choose a coverage that is applicable to their family. Please visit: Mesabi East iPad Insurance Information 2015-2016 on our school website for more information.

If the iPad is lost, or damaged it must be reported to the school office immediately. It may be the responsibility of the student and family to recover or replace the lost iPad. If necessary, the District and the police will assist in recovery.

Should a student experience technical difficulty with or unintentional damage to the iPad, bring your iPad to the Mesabi East technical staff.

- Do not attempt to gain access to the internal electronics or repair your iPad.
- You may be issued a temporary iPad or other materials until your iPad is working properly or replaced.
- If the iPad is experiencing technical difficulties outside of school hours, you will need to wait until you return to school to fix it.

Parent's Guide

Lost, Stolen, or Damaged iPads (Continued...)

Damage may result in disciplinary actions and restitutions to repair or reconfigure the device. Damage to an iPad includes:

- Intentional or reckless misuse of the iPad
- Resetting or erasing content and settings
- Removal of configuration profiles

Replacement costs for damages and repair are reflected below:

- Damaged or broken screen may cost up to \$200.
- Replacement cost for the provided iPad case is \$35.
- Replacement cost for the provided iPad wall charger and cable is \$25.
- Replacement cost for the entire iPad and District apps is \$400.

Students who leave Mesabi East Public Schools during the school year must return the iPad, along with any accessories, at the time they leave. The iPad and all accessories should be returned to the office.

Common Sense Media for Parents and Teens in High School

The Common Sense Media website is a collection of resources that parents can use to guide conversations with their kids about media use. Its purpose is to help parents establish guidelines and expectations around media use and behaviors that are right for their family. Their resources provide a great way to help parents and kids get on the same page about media and technology use. For more information, please visit:

<https://www.commonsensemedia.org>

Cyber Safety

Cyber safety is an important parent-child discussion to revisit frequently, from elementary school through high school. Experts warn that children are most vulnerable to online dangers while in their own home. The following suggestions are drawn from a wide variety of professional sources that may aid you in effectively guiding your child's use of the iPad and other technology devices.

Outside of school, parents bear responsibility for the same guidance of Internet use as they exercise with information sources such as television, telephones, radio, movies, and other possibly offensive media. Parents are responsible for monitoring their student's use of the District's educational technologies, including school-issued email accounts and the Internet if the student is accessing the District's electronic technologies from home or through other remote locations.

Put the iPad to bed, but not in the bedroom

discourage late night, unmonitored use and sleep disruption. Don't allow your teen to sleep with an iPad, laptop, or cell phone. Remember to model appropriate use and balance of technology in your own life, too!

Filter Access

Filtering software is not built into the iPad. While many potential dangers are filtered and blocked on the school's wireless network so students can't access them with their school-issued iPad, children often have complete, unrestricted access to inappropriate sites at home. Experts strongly suggest installing software to filter and block inappropriate content on your wireless home network. Read more about filter options here: [http://tech.ids.org/wiki/Internet_filtering_\(Family_Safety\)](http://tech.ids.org/wiki/Internet_filtering_(Family_Safety)).

Set Expectations

Regularly share your expectations with your child about accessing only appropriate sites and content, as well as being a good person when online (even when parents aren't watching). Outside of school, it is likely that your child has already been confronted with multiple opportunities to access content that parents wouldn't approve such as pornography, hate sites, celebrity gossip, reality TV, personal blogs, and more; all of which may influence your teen's beliefs, values and behavior. Understand that your teen's use of many technologies (such as iPods, video games systems, and cell phones) likely gives your teen the ability to connect to unfiltered public wireless networks (such as in a library or coffee shop, by picking up a neighbor's wireless signal, or connecting to the Internet through a cell service). Therefore, it is important to maintain regular, open dialog about Internet use and access. Discuss your expectations for appropriate use and behavior.

Monitor and Limit Screen Time

Experts suggest having teens surf the Internet in a central place at home, such as the kitchen or family room, rather than away from adult supervision or behind a closed door. Know what your child is doing with technology and how his or her time is being spent. Technology can be a great tool and resource, but also has the potential to be a big distractor. Help your child learn to focus on completing tasks or assignments first before spending time on games, shopping, and social networking. Teaching today's children how to manage multiple sources of information and potential distractions is a critical life skill, one best learned before heading off to college or the workplace.

More Helpful Internet Safety Websites:

FBI Parent Guide to Internet Safety: <http://www.fbi.gov/stats-services/publications/parent-guide>

Common Sense Media: www.CommonSenseMedia.org

Net Cetera: Chatting with Kids About Being Online (FTC) guide: <http://onguardonline.gov/articles/pdf-0001.pdf>

Net Smartz: www.netsmartz.org



Mesabi East Schools iPad Initiative Agreement

*Please return this page to an Elementary or High School Office Secretary

The use of the Mesabi East School District's electronic technologies is a valued resource to our community. Access to the iPads, computers, other technology tools and infrastructure in the Mesabi East School District has been established for educational purposes.

The iPad issued to students is the property of Mesabi East Schools and as a result may be seized and reviewed at any time. The student should have no expectation of privacy of materials found on an iPad. Students whose enrollment at Mesabi East Schools is terminated or suspended for any reason must return their iPad prior to leaving.

Failure to comply with the District's Bullying Prohibition Policy (#514), Technologies Acceptable Use Policy (#524), or any applicable Student Handbook policies at any time, may result in disciplinary consequences including the loss of privilege to take the iPad home or use the iPad in general.

I have read the Mesabi East iPad Initiative document and understand expectations and my responsibilities as a student:

Student name: _____

Student signature: _____

Date: _____

I have read the Mesabi East iPad Initiative document and understand expectations and my responsibilities as a parent or guardian:

Parent/Guardian name: _____

Parent/Guardian signature: _____

Date: _____