



2024-2025 Lamar High School Chromebook Loan Agreement

A Google Chromebook will be loaned to the student named below under the following circumstances.

1. Accidental Damage to Laptops

a. Parents are financially responsible for any intentional or negligent damage to the laptop.

- i. 1st Accidental Damage: The IT department will replace the Chromebook and explain proper care and possible future consequences if it is damaged again.
- ii. 2nd Accidental Damage: The student will pay \$25 before receiving a Chromebook, and will be made aware that a new Chromebook will NOT be issued if damaged again.
- iii. 3rd Damage: When this happens it is considered intentional damage and parent is financially responsible per Lamar contract and no Chromebook will be issued back. If student has laptop removed entirely, students will only be able to do paper work for the remainder of the 2024-2025 school year.

2. Laptop Hacking or Software Alteration

a. Using any software to bypass filters or changing the operating system will void the contract.

- i. Each situation will be decided on a case-by-case basis by the administration.

3. Multiple Lost Power Up Laptops

- a. 1st Lost Chromebook: If the Chromebook is stolen or missing, the student needs to report the missing Chromebook to the IT office within **24 hours** in order to not be held financially responsible for the Chromebook.
- b. 2nd Lost Chromebook: If the Chromebook is stolen or lost and a police report is filed twice in the same year, then a Chromebook will not be reissued
 - i. If the student has a Chromebook removed entirely, the student will have to complete classwork on paper for the remainder of the school year.

4. Chromebook is Turned into the IT Office

a. Abandoned or Misuse

- i. 1st time: Chromebook is returned to student and the technology department will explain proper use of the Chromebook and possible future consequences if the Chromebook is brought back to technology.
- ii. 2nd time: a detention will be issued to the student for negligence.
- iii. 3rd time: Chromebook will be considered neglect and no Chromebook will be issued back to the student.
 - If the student has a laptop removed entirely, the student will have to complete classwork on paper for the remainder of the school year

5. End of the Year Chromebook Return

- a. At the end of the year, the Chromebook and charger are to be turned to the Technology Department. Students who do not turn in the Chromebook to Lamar High School Technology Department will:
 - i. Have calls made home.

- ii. IT will visit classrooms.
- iii. If still not returned, HISD will file charges for stolen property.

6. Not Returning All Items

- a. Students that do not turn in an item will not be issued that item the following year.
- b. Seniors that do not turn in all Chromebook related items will not be able to walk across the stage during the graduation on ceremony.

7. Outside Devices

- a. Non-Power Up devices are not allowed on campus.
- b. Non-Power Up devices are not allowed to be connected to the Lamar network.
- c. Personal electronic devices such as laptops and tablets or any other type of personal device with wi-fi or carrier-based internet connectivity on school campuses or at functions during school hours is in direct violation of campus usage procedures and regulations. The unauthorized use of electronic devices will result in confiscation. A \$15 administrative fee payable to HISD will be charged if the device is claimed within the 30 days. Devices not claimed will be sent to Property Management for disposal.

8. Students Are Responsible for Saving All Documents

- a. Student are responsible for having all work backed up at all times on PowerUp devices **at all times**
 - i. Suggested backup locations.
 - 1. Google Drive (SiD#@online.houstonisd.org Ex S1111111@online.houstonisd.org)
 - 2. Flash drives
 - 3. Email accounts

9. Chromebook Are HISD Property

Chromebook are the property of HISD, and students are required to surrender their Chromebook to teachers, administrators, and other authorized HISD personnel when asked. Students should not alter, modify, or cosmetically change the Chromebook for any reason including but is not limited to stickers, writing or damage to Chromebook in any manner if any alterations are made the student may be held responsible for the cost of fixing the altered Chromebook.

Important Notes:

- Chromebook are to be used for school purposes only. Use of the laptop for any other reason may void Chromebook agreement and result in the loss of Chromebook privileges.
- Any combination of three issues can lead to Chromebook remove from the student.
- If the chargers are lost/stolen student is responsible to replace these items.

Replacement Parts Pricing

Power cords	\$25.00
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Student Name (PRINT) _____ **Phone** _____

Address / City/ State / Zip _____

Student Signature _____ **Date** _____

Parent Signature _____ **Date** _____

Student ID _____ **Grade Level:** 9th 10th 11th 12th