



Hamilton Chromebook Checklist

HOW TO GET YOUR STUDENT'S CHROMEBOOK

Directions: Return the forms, complete the other tasks, and check the boxes below to receive a chromebook for the 2022-2023 School year.

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Verizon Innovative Learning Policy Forms

☐

Student Device Loan Agreement

☐

Hamilton AUP Form

☐

Complete Parent Course Online

☐

Pay the \$25 User Device Fee

☐

Write Name and info in box below

Student Name:

ID#:

Circle Grade: 6 7 8

yes!

More Students Ready for Tomorrow.

Dear Parent or Guardian,

Welcome to Verizon Innovative Learning, an initiative that puts technology in the hands of students, transforming schools into innovative and exciting learning environments. Our mission is to help give millions of students the education they deserve for a brighter future.

What is Verizon Innovative Learning?

Millions of students nationwide lack the access to technology and the skills they need to succeed in the digital world. Since 2012, Verizon has been working to help solve this problem, through a transformative program called Verizon Innovative Learning.

Verizon Innovative Learning provides free technology, free internet access, and hands-on learning experiences to help ensure the benefits of technology are realized by all. Through our collaboration with Digital Promise, a leading national education technology non-profit, we equip every student and teacher at select middle schools across America with a device and up to a four-year data plan. In addition to free technology and access, Verizon Innovative Learning schools receive extensive teacher training, support, and the opportunity to engage in unique, immersive curricula to leverage technology in their classrooms.

How will my child benefit?

Verizon Innovative Learning is having an impact in middle schools across the country. Through this initiative, 85% of teachers reported that the program allows for more individualized instruction, while 78% said it enhances student engagement. 54% of students reported having improved their confidence in what they can do.

On behalf of Verizon Innovative Learning and Digital Promise, we would like to thank you for the opportunity to work alongside the educators in your community.



Rose Stuckey Kirk
Chief Corporate Social Responsibility Officer
and President, Verizon Foundation

verizon
innovative
learning

 Digital Promise

 @verizon
 #verizoninnovativelearning
verizoninnovativelearning.com

VILS DIGITAL PROMISE - HOUSTON ISD POLICIES AND PROCEDURES

Welcome!

Twenty-Six Houston ISD campuses are partnering with Verizon Innovative Learning Schools (VILS) through Digital Promise, a transformational 1:1 educational technology initiative, to create a personalized learning environment for today's 21st-century learners. Each student will be provided with a Chromebook device and instruction that effectively integrates technology to increase student achievement, student engagement, student and teacher tech and STEM proficiency, student STEM interest, student problem-solving skills, student collaboration skills, student communication skills, and student confidence.

Daily Care and Maintenance

Students are responsible for the general care and maintenance of their assigned VILS Chromebook. To maintain and care for their assigned device, students are expected to:

- Bring Chromebook to class daily.
- **Always** keep Chromebook in the case provided by VILS when not in use.
- Avoid food or drink near the Chromebook.
 - If any liquid spills on the Chromebook, turn it off and stop charging the device. Visit your campus UDT as soon as you can.
- Swipe and sweep the Chromebook keyboard to clear all items before closing the device.
- Shut down and charge up the device nightly.
- Keep Chromebook charging cables at home.
- Always keep their assigned Chromebook in their possession unless directed by campus or district personnel.

Security, Monitoring, and Filtering

Chromebooks will be protected and monitored by security software to safeguard student internet access in accordance with the Children's Internet Protection Act (CIPA). More information on security, monitoring, and filtering can be found in the HISD Acceptable Use Policy for Electronic Services for Students.

HISD Acceptable Use Policy

Acceptable and unacceptable actions listed below are found in the [HISD Acceptable Use Policy for Electronic Services for Students](#). For the full version of this document, please scan the QR code to the right or access the bit.ly link.



Internet Access

The student's assigned Chromebook has a data usage limit of 30GB per month to support Internet access when Wi-Fi is unavailable. Students are expected to monitor their data usage routinely and connect to a home or school Wi-Fi whenever possible to avoid reaching the data usage limit. If students approach the data limit, they may experience interruptions or a slowed connection. **The district remotely monitors the activity and usage of the student Chromebooks.**

Supporting Student Use at Home

Chromebooks are intended for students' educational use both in classrooms and at home. Parents/guardians play an integral role in the safe and successful use of the Chromebook device. Parents/guardians are encouraged to:

- Model positive behavior and digital citizenship.
- Routinely monitor student use of the device, including but not limited to monitoring browser history and social media use.
- Maintain access to the student's username and password.
- Share family values around device use and care with your child.
- Establish limits for device and Internet use appropriate for your child.
- Hold students accountable for behaviors by establishing appropriate consequences for improper use of devices while at home.
- Talk with your child about their digital footprint, which is any and all information about a person on the internet.
- Look out for cyberbullying and notify the school immediately if you find evidence of it.

Lost, Stolen or Damaged Devices

As with any other instructional material, the student is responsible for their assigned Chromebook. Students will be provided with a protective case and Chromebook charger by Digital Promise. Teachers will work with students on responsible use and safekeeping of their Chromebook. Additionally, each device is equipped with an installed security locating feature, so stolen devices can be disabled and recovered. Students are required to report a lost, stolen or damaged Chromebook, charger or protective case immediately to their UDT who will notify the school principal, VILS coach, and district lead who will then notify Digital Promise. Damaged devices will be evaluated by the school to determine whether or not they can be repaired. The student's parent/guardian accepts financial responsibility for any intentional damage to the Chromebook or damage due to gross negligence. The district may take legal action to recover any unpaid costs of such damage.

Withdrawal or Transfer

Students and parents/guardians agree to return the Chromebook to their school prior to the end of each school year, or if the student withdraws from school or changes schools midyear. Chromebooks not returned as required may be disabled and/or reported to the proper authorities.

Student Accountability

Each student user is accountable for the responsible use of the district-provided device for educational purposes. Students who habitually fall short of meeting the minimum requirements of acceptable use will be subject to disciplinary remedies in accordance with the [Houston ISD Code of Student Conduct](#) and [HISD Acceptable Use Policy for Electronic Services for Students](#).

Memorandum of Understanding

Exhibit C
MINOR STUDENT END USER PARTICIPATION AGREEMENT

This MINOR PARTICIPANT END USER PARTICIPATION AGREEMENT (this "Agreement"), effective as of the date executed below ("Effective Date"), is entered into by and between **National Center for Research in Advanced Information and Digital Technologies d/b/a Digital Promise** (the "Grantee") and _____ (the parent or guardian of the minor participating in the Verizon Innovative Learning Schools program (the "Minor Participant"), who shall be referred to as the "End User" or "you" or "Your") collectively referred to herein as the "Parties."

By your signature, you acknowledge and agree to the following:

PURPOSE

1. Minor Participant will receive a wireless device and service at no charge in order to facilitate participation in the Verizon Innovative Learning Schools program. The wireless device and service have been donated by Verizon Wireless and are provided to Minor Participant by the Grantee under the terms and conditions of this Agreement. This Agreement may be terminated at any time by Verizon Wireless for any reason. The term of this Agreement shall be from the date of execution by parent/guardian until Minor Participant is no longer an active participant in the program.

WIRELESS DEVICE AND SERVICE

2. The wireless device is intended for Minor Participant's use alone, solely for purposes of the program, and it cannot be sold or transferred to any other person or entity. Verizon Wireless will provide voice and/or data service solely to facilitate participation in the program; however, if Minor Participant has excessive usage, makes international calls/text messages with the wireless device, streams audio or video other than in connection with the program, or streams games, the service may be limited, slowed or terminated without notice. At the end of Minor Participant's participation in the study, Verizon Wireless will discontinue wireless service to the device and you agree to return the device to Grantee.

TREATMENT OF INFORMATION ASSOCIATED WITH USE OF THE DEVICE AND SERVICE

3. Information about the Minor Participant's use of the wireless device and service, including, but not limited to, details of when he or she used data services or placed calls and to whom, is information of the Grantee, as the customer of record for the device and service. Therefore, this information may be accessed by and shared with Grantee, and those parties to whom Grantee authorizes, including VCRG. No personally identifiable information or content will be accessible by VCRG.

FAILURE AND/OR DISRUPTION OF SERVICES

4. Cellco Partnership d/b/a Verizon Wireless ("Verizon Wireless") or its vendors and suppliers shall have no liability whatsoever for End User's losses, claims or damages for any cause whatsoever, including direct, indirect, special, consequential, treble or punitive damages, or for limitations in service, including but not limited to, any failure or disruption of services provided hereunder, regardless of the form of action, whether in contract or in tort or otherwise. This limitation includes losses, damages, claims or expenses of any kind arising out of the use or attempted use of the services, or inability to access life support or monitoring systems or devices, 911 or E911 or other emergency call or service. You shall not be deemed a third-party beneficiary of any contract between the Grantee and Verizon Wireless.

Memorandum of Understanding

ARBITRATION

5. END USER AGREES THAT, TO THE FULLEST EXTENT PROVIDED BY LAW:

(i) ANY CONTROVERSY OR CLAIM ARISING OUT OF OR RELATING TO THIS AGREEMENT, OR TO ANY DEVICE OR SERVICE PROVIDED UNDER OR IN CONNECTION WITH THIS AGREEMENT, WILL BE SETTLED BY INDEPENDENT ARBITRATION INVOLVING A NEUTRAL ARBITRATOR AND ADMINISTERED BY THE AMERICAN ARBITRATION ASSOCIATION ("AAA") UNDER WIRELESS INDUSTRY ARBITRATION ("WIA") RULES, AS MODIFIED BY THIS AGREEMENT. WIA RULES AND FEE INFORMATION ARE AVAILABLE FROM THE AAA at www.adr.org. **ARBITRATION IS NOT A COURT PROCEEDING. THE RULES OF ARBITRATION DIFFER FROM THE RULES OF COURT. THERE IS NO JUDGE OR JURY IN AN ARBITRATION PROCEEDING.** THIS ARBITRATION CLAUSE SHALL APPLY TO ANY CLAIMS THAT END USER MIGHT SEEK TO ASSERT AGAINST GRANTEE OR VERIZON WIRELESS AND TO ANY CLAIMS THAT GRANTEE OR VERIZON WIRELESS MIGHT SEEK TO ASSERT AGAINST END USER. VERIZON WIRELESS IS A THIRD PARTY BENEFICIARY OF THIS AGREEMENT FOR SUCH PURPOSE.

(ii) The Federal Arbitration Act applies to this Agreement. **EVEN IF APPLICABLE LAW PERMITS CLASS ACTIONS OR CLASS ARBITRATIONS, END USER WAIVES ANY RIGHT TO PURSUE ON A CLASS BASIS ANY SUCH CONTROVERSY OR CLAIM AGAINST GRANTEE OR VERIZON WIRELESS, OR ANY OF THEIR AFFILIATES OR PREDECESSORS IN INTEREST.** If multiple claims are joined in one action, some of which would not be subject to arbitration, the latter claims must be stayed until any claims in that action that are subject to arbitration have been resolved. If claims are asserted against multiple parties, some of whom are not required to arbitrate, the claims subject to arbitration must be severed; However, End User retains his/her right to file a complaint with any regulatory agency or commission.

(iii) No arbitrator has authority to award relief in excess of what this Agreement provides, or to order consolidation or class arbitration, except that an arbitrator deciding a claim arising out of or relating to a prior agreement may grant as much substantive relief on a non-class basis as such prior agreement would permit. In all arbitrations, the arbitrator must give effect to applicable statutes of limitations and will decide whether an issue is arbitrable or not. In a Large/Complex Case arbitration, the arbitrators must also apply the Federal Rules of Evidence and the losing party may have the award reviewed by a review panel consisting of three (3) arbitrators. .

Parent or Guardian:	Digital Promise:
Sign Here:	Sign Here:
Print Name:	Print Name: Kathryn Petrillo-Smith
Address:	Address: 1001 Connecticut Ave NW, #935 Washington, DC 20036
Date:	Date:
Name of student participant:	

HOUSTON INDEPENDENT SCHOOL DISTRICT

STUDENT DEVICE LOAN AGREEMENT

A student device will be loaned to the student named below under the following conditions:

- This student device loan agreement, which is signed by the parent/guardian and student, will be kept on file at the school.
- Use of this equipment for any purpose other than educational use may result in loss of privileges.
- The district does not permit unethical use of the Internet, email, or any other media. Violation of this policy may result in the loss of device loan privileges and disciplinary action by the school.
- The configuration of the hardware equipment and all accompanying software may not be altered, nor can software be copied to or from the device, or installed on the device under any circumstances.
- Parents/guardians are required to pay a non-refundable fee of \$25 yearly. The payment must be made prior to the student receiving the device
- Parents/guardians accept financial responsibility for cost related for replacement of a lost or stolen device or accessories, or for damage due to purposeful action or gross negligence. The district will proceed with legal action, should financial obligation be ignored.
- A lost or stolen device should be reported to the campus technologist or school administrator within one school day.
- The district will provide a padded device bag or protective case, which fits inside any backpack. The device must be carried in the bag or remain in the protective case at all times.
- The device, which is the property of Houston ISD, must be returned prior to the end of the school year, or in the event of school change or early withdrawal.
- The district has provided students with a Digital Citizenship Course and information for parents, via Open House events and handouts, including information about how to care for the device and how to make responsible use of technology.
- The student reads the "Acceptable Use Policy for Electronic Services for Students" handout.

We, the undersigned student and parent/guardian, agree to assume full responsibility for the proper care and educational use of the device described in this document.

Student Name (print) _____ Phone _____

Address/City/State/Zip _____

Student Signature _____ Date _____

Parent Signature _____ Date _____

Student ID _____ Grade Level _____

School Name _____



Technology Acceptable Use Policy 2022-2023

Hamilton Middle School is a Verizon Innovative Learning Schools campus that provides access to Chromebooks and wireless LTE data for use on and off campus. In order for students to use HISD devices and accounts (both on and off campus), we require all students to comply with our technology policies. [Please read this document carefully](#) before signing the agreement page, and contact us if you have any questions.

As a Hamilton M.S. student, I will...	As a Hamilton M.S. student, I will not...
<p>Use educational technology for educational purposes.</p> <ul style="list-style-type: none"> I will bring my Chromebook to school CHARGED every day. I will follow directions for assignments and submit my work in the digital format requested by my teachers. I will use the sites and programs assigned by my teachers. <p>Communicate respectfully and responsibly.</p> <ul style="list-style-type: none"> I will use my school email and HUB tools to communicate and collaborate with teachers and classmates. <p>Use all devices carefully and responsibly.</p> <ul style="list-style-type: none"> I will follow all directions from teachers and administration regarding technology use. I will only use my fingers on the keyboard (not pencils, pens, or other devices.) I will keep my Chromebook in my Chromebook case when not in immediate use and when transporting. I will leave all devices in the condition they were in prior to my use or better, so that other students will have the opportunity to use school technology. I will be careful when accessing and putting away devices. <p>Be a safe and conscientious digital citizen.</p> <ul style="list-style-type: none"> I will log into devices and programs using <u>only</u> my school account and password. I will log out of my account when finished. I will give credit to the authors and owners of content by citing my sources. I will be mindful of what I post or submit online. I will complete all digital safety courses. <p>Ask for help when I need it.</p> <ul style="list-style-type: none"> I will ask a teacher for guidance if I am not sure that I am using technology the right way, or if the website I am using is appropriate. <p>Return equipment and accessories on time.</p> <ul style="list-style-type: none"> I will return the Chromebook and all accessories during my designated "end of year" campus collection dates, and/ or pay for any unreturned or damaged items. I will return the Chromebook and all accessories if I withdraw, or transfer from Hamilton M.S. to another school, or pay for any unreturned or damaged items. 	<p>Use technology to interrupt learning.</p> <ul style="list-style-type: none"> I will not use school technology for games, social networking, or anything other than educational tasks. <p>Harass or abuse others.</p> <ul style="list-style-type: none"> I will not use technology to be unkind or abusive in any way. I will not write, post, or view anything that I would not want my teachers, parents, and administration to see. <p>Use any technology without permission.</p> <ul style="list-style-type: none"> I will not use technology in class unless instructed to do so. I will not use employee equipment or applications without prior authorization and proper supervision. <p>Damage or alter technology equipment and programs.</p> <ul style="list-style-type: none"> I will not vandalize any school property. I will not change settings or programs on school devices without authorization from the IT Administration. I will not remove inventory tracking tags such as HISD asset and serial number stickers. I will not download files or install programs on school workstations or laptops without permission from my teachers. I will not use unauthorized USB drives from home on campus workstations because they present a risk of virus infection. I will not physically damage technology equipment including but not limited to: scratching, marking, dropping, bending, writing on, or otherwise misusing them. I will not store additional items in the Chromebook compartment other than the laptop itself. I will not eat or drink near technology equipment. <p>Avoid unsafe or dishonest internet practices.</p> <ul style="list-style-type: none"> I will not share my login and password. I will not log into computers or programs with anything other than my school account. I will not use technology to cheat or copy someone else's work. I will never share my personal information such as my phone number or home address online or in emails.

***Note: Failure to comply with the above acceptable use policy and district policy will result in disciplinary actions which may include the collection of technology equipment and the revocation of network access and privileges.**

Student signature _____ Student ID _____ Date _____

Parent/Guardian signature _____ Date _____

Please Circle Grade Level: 6 7 8

Complete Parent Course Online

Directions: Scan the QR code or use the website below to visit the online parent course. Complete all 3 steps for students to receive their chromebook this year. It should take no longer than 15 minutes.

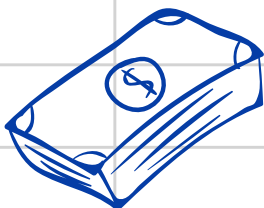
<https://bit.ly/VILSHAMILTONPARENTS>



Pay \$25 Device User Fee

Directions: Scan the QR code or use the website url below to visit SchoolPay and pay the \$25 user device fee (+ \$0.98 service fee). The fee can also be paid in cash at Hamilton Middle School. All fees go toward maintenance and repair of devices, but lost and damaged devices may cause additional fees. More instructions on next page.

<https://schoolpay.com/link/ahms-device-fee>



Never had a SchoolPay Account?



Creating Your School Pay Account

- Log on to www.schoolpay.com
- Click on Create an Account



Create an Account

Register for a free SchoolPay Payment Center account:

Step 1 (guardian information): Enter your information including email address, name, address and phone number

Step 2 (child/children information): Enter the district name, school name the student's first name or ID number, and last name. Repeat step two for each additional child in your household.

Step 3 (confirm and log in): An email containing a randomly-assigned password will be sent to your email. If you do not see it, check your spam filter. Key in the password from the email into the final page of your registration. If you still don't see the email, click the Open Lock icon and follow reset instructions.

Already have a SchoolPay Account?

Add/Edit Children



To add a child to your account click your first initial on the top right corner of the screen, and select Profile Mgmt. Then select the Student Management tab from the options on the left. Finally, select "Add Child" from the form (if you already have children associated with your account Add Child will appear beneath your last entry). To add a child:

1. Enter the child's district name
2. Enter the child's school name
3. Enter your child's first name or student ID number (Some districts require the student ID number)
4. Enter your student's last name
5. If your school does not keep a student list on file with SchoolPay we will also ask you for your student's grade
6. Repeat for each additional child