



**Buffalo
High School**
BHM SCHOOLS

Buffalo High School
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August 6, 2024

Dear Buffalo High School and Phoenix Learning Center Families,

For the 2024-2025 school year, Buffalo High School/Phoenix Learning Center will continue to provide consistent access to technology through a combination of school and student owned devices. To start the year, we will again expect that each student has a dedicated learning device that they can bring to and from school. This device can be a laptop, Chromebook, or tablet (e.g. iPad), but should not be a smartphone. Students will be expected to not use their cell phone during class. Similar to last year, any school owned device will also require a \$40 annual purchase of the Chromecare Protection Plan. This insurance will help eliminate or reduce the cost of most accidental damages. Families that qualify for the free or reduced meal program can purchase this at a reduced price.

Students that would like to use a school owned device must complete the **BHM Schools Device Loan Agreement** and pay for the \$40 Chromecare. This can be done through the Infinite Campus School Store (Go to: Parent Portal → School Store → High School → Technology) or be completed in person when checking out a device. All forms and payment must be completed before a student can take a device home. Students may check devices out from the Library Learning Commons (LLC) on the following dates:

Wednesday, August 28, 5:00 - 8:00 pm - BHS/PHX Open House

Tuesday, September 3, 4:00 - 6:00 pm - Freshman First Day

**If a student is unable to pick up a device these days, there will be limited time during the first week of school to do so.*

If you have questions or concerns regarding your student's access to technology please contact Assistant Principal, Ed Cox.

Sincerely,

Ed Cox

Phone: 763.682.8105

Email: ecox@bhmschools.org



Chromebook Student Care Responsibilities and Chromecare Protection Plan

Chromebook Expectations for Use

Student Chromebook devices are to be used for educational purposes only. Students are responsible for the general care of the device they have been issued by the school. District-owned devices should never be taken to an outside computer service for any type of repairs or maintenance. For technology help, please email studenthelp@bhmschools.org with detailed information about the issue you are experiencing.

Ownership

The **device and charging cord** are property of the Buffalo Hanover Montrose Public School District and will be turned in for the summer at the end of the school year. It is the student's responsibility to take care of these items so they continue to work well and report any damage or issues to the Library Learning Commons immediately.

General Care

Students are expected to care for devices as they would any other school property in their care. Some guidelines for care include:

- Keep food and liquids a safe distance from the device.
- Cords and cables used with a device must be inserted and removed carefully.
- District-owned devices must remain free of any writing, drawing, stickers, and labels.
- Heavy objects should never be placed on top of a device
- Follow the Student Acceptable Use Guidelines as outlined in the Student Handbook and be a responsible digital citizen. Use the Chromebook for **educational purposes only**.

Carrying Devices

- Devices should always be transported **with care in a padded bag**.
- Devices should never be carried with their screens open, or lifted by the screen.

Screen Care

- Device screens can be damaged if subjected to heavy objects, rough treatment, some cleaning solvents, and other liquids. Please make sure there is nothing on the keyboard before closing the lid (e.g. pens, pencils, or disks).
- Only clean the screen with a soft, dry microfiber cloth or anti-static cloth.

Like textbooks, damage caused by neglect, misuse, or abuse of the device is the **responsibility of the student and family**. With the required Chromecare Protection Program, please find a detailed list of costs for damages below.

REQUIRED DISTRICT INSURANCE (Chromecare): Parents/Guardians of students receiving a Chromebook must pay for the required care coverage at a cost of **\$40.00** (cash, Infinite Campus Store, or check made out to BHM Schools) *at the time of Chromebook Issuance*. If you have applied and qualified for free and reduced lunch, the fee for insurance is \$20.00.

Chromecare Protection Program to cover the Chromebook:

- Accidents, drops, spills, full liquid submersion, power surge
- Lost, theft, burglary/robbery
- Perils: fire, lightning, smoke, freezing, flood, damage by burglars, falling objects

Note: District Chromecare does not cover vandalism, intentional damage, or plucking keys off of the keyboard.

- **1st Damage Instance = Zero deductible (unless damaged is deemed to be intentional, vandalism, or total loss)**
- **2nd Instance = \$35.00 deductible**
- **3rd Instance = \$50.00 deductible**
- **Total Loss Cost = \$315.00**

Lost Power Adapter Fee: \$30.00

** Chromecare does NOT cover the cost of a lost power adapter*

In the event of Theft, Burglary, Robbery: A police report **must be** filed within 5 days of the incident, and the district needs a copy of the report.