

# THOMASTON HIGH SCHOOL

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JOHN PERRUCCI  
PRINCIPAL

KRISTIN RAYMOND  
ASSISTANT PRINCIPAL

May 10, 2019

Dear Parent/Guardian,

I am pleased to report the One-to-One Computing Program at Thomaston High School was a success. Our students have utilized a variety of resources, programs and apps using either a personal device or a district-issued Chromebook. For those students who used the district-issued Chromebook, their Chromebooks will be handed in to their Advisory teacher by Wednesday, June 12, 2019. Your child's Chromebook will be held in storage until they return to school in the fall with a completed 2019-2020 Chromebook form and \$50.00 fee.

The exciting change to our original One-to-One Computing Program is a summer option for students currently using district-issued Chromebooks. This change allows students who wish to use their Chromebooks during the summer to submit the 2019-2020 Chromebook form and \$50.00 fee now. With a completed form and paid fee by Friday, May 24, 2019, students will have uninterrupted access to their district-issued Chromebook.

As you may already know, Thomaston High School students are expected to complete summer assignments. With the level of success of our One-to-One Computing Program, the way that we do things is evolving. For example, many teachers will be assigning summer work that will require the use of an electronic device. With this in mind, Thomaston High School would like to offer parents the option to have their student bring their assigned Chromebook home for the summer months. If you have an internet-capable device at home, you may wish to decline this summer offer.

This option is intended to ensure equitable access to our curricula throughout the summer. If you have questions or concerns, please do not hesitate to contact me to discuss this option in greater detail.

It is exciting to observe the success of the One-to-One Computing Program and its positive impact on learning. If your child already has a district-issued Chromebook and you wish to have your child use that device this summer, please consider the information on the next page. If your child will be returning his/her district-issued Chromebook and using a personal, internet-capable device at home this summer, then please be certain your child returns his/her Chromebook to their Advisory teacher by Wednesday, June 12, 2019.

Thank you for your support of the One-to-One Computing Program this year; we are looking forward to another successful year in 2019-2020.

Sincerely,



John Perrucci  
Principal

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185 BRANCH ROAD, THOMASTON, CT. 06787 TEL: 860-283-3030 FAX: 860-283-3034

**Thomaston High School**  
**One-to-One Computing Program- Summer Option**

Please carefully review the following information, before making a decision to request a Chromebook for use throughout the summer:

- Prepaying the \$50.00 annual fee now will satisfy the parent contribution for the 2019-20 school year.
- The \$50.00 prepayment is non-refundable, just as it is when paid in September.
- The district will continue the fee waiver program for those parents who demonstrate the annual fee is a financial burden. Contact Mr. John Perrucci, Thomaston High School Principal, to discuss a potential fee waiver.
- All aspects of the Acceptable Use Policy and the One-to-One Computing Program remain in effect. (see attached policies)
- The attached Acceptable Use Form must be signed prior to distribution.
- The attached One-to-One Computing Form must be filled out and signed prior to distribution.
- In the event a device is damaged, it is the responsibility of the parent to contact the school to schedule an appointment to deliver the device to Thomaston High School. Once repaired, school staff will contact the parent to schedule pick-up.
- In the event that a device is lost, stolen, or damaged beyond repair, the parent is responsible for the full replacement cost of the device.
- The deadline for making the prepayment is May 24, 2019; however, should you reconsider this option during the summer months, we will distribute a Chromebook to your student once the payment is made and all paperwork has been submitted. To avoid delays, it is best to observe the May 24, 2019 deadline.
- Incoming seventh grade students are eligible to take advantage of this offer. If interested, please submit all paperwork with payment to the main office staff at TCS.

## **Use of Internet, Online Services, and Technology (See BOE Policy 6141.324)**

### **BRING YOUR OWN DEVICE (BYOD)**

#### **Bring Your Own Device (BYOD) and Protocol for the Use of Technology in the Schools**

Technology use is everywhere in our world today. The Thomaston Board of Education believes schools should play a role in teaching students to use technology appropriately. Rather than banning the devices the Thomaston Public School District's students use in their daily lives, the same devices they will soon come to rely on in their future professional lives, it is important to guide them in developing the skills needed to be productive digital citizens by bringing their own technology to campus. Accordingly, access to the District's wireless network, including the Internet, by students via personal electronic devices shall be made available to students for instructional purposes.

#### **Definition of "Device"**

For purposes of this policy, "device" means a privately owned wireless and/or portable electronic piece of equipment that includes laptops, netbooks, tablets/slates, iPod Touches, e-Readers, cellular or smart phones and other comparable devices capable of wireless internet access and/or creating, transmitting, receiving or storing electronic information.

#### **Internet**

The only internet gateway that may be accessed while in Thomaston Public Schools is the one provided by the District. Any device brought to Thomaston Public Schools will not be permitted to use outside internet sources. Personal internet connective devices, such as but not limited, to cell phones or cell network adapters are not permitted to be used to access outside internet sources at any time.

#### **Software**

Many software packages are now available as web browser applications. In general, this negates the need to have required programs loaded onto student devices. Students will generally be able to access the software and internet resources they will need through any web browser. Therefore, there is no required software necessary to take part in the Bring Your Own Device program other than a web browsing application.

#### **Security and Damages**

Responsibility for the security of a device rests with the individual owner of the device. The Thomaston Public School District is not responsible or liable for any device lost, stolen or damaged on campus. If a device is lost, stolen or damaged, reports of such loss, theft or damage will be handled through the school administrative office in the same way as reports of loss, theft or damage of other personal items. It is recommended that school-appropriate cases, skins, decals and other custom touches be used to physically identify a student's device from others. While the District is not responsible for damage, protective cases for all devices are encouraged.

## **Bring Your Own Device Student and Parent Agreement**

The use of technology to provide educational material is not a necessity but a privilege. A student does not have the unfettered right to use his/her electronic device while at school. When abused, the privilege will be taken away. When respected, the privilege will benefit the learning environment as a whole.

Students and parents/guardians participating in the Bring Your Own Device program must adhere to the Student Code of Conduct, as well as all applicable Board policies, particularly 6156, Use of Computers in Instruction.

The use of a device in the classroom, as with any personal property, is strictly up to the teacher.

Legal Reference: Connecticut General Statutes 10-221

### **Websites**

School web pages must contain material that reflects on educational purposes. School web pages are not to be used for personal, commercial or political purposes; and are considered a publication of the Board of Education. The Principal or his/her designee will approve all material posted on the school's web page:

[www.thomastonschoodesk.net](http://www.thomastonschoodesk.net)

Students maintaining personal web pages may be subject to disciplinary action for the content of such sites under certain conditions.

All students in Grades 7-12 attending Thomaston Public Schools are required to participate in the District's One-on-One Computing Program. This means that all students in Grades 7-12 attending Thomaston Public Schools must bring an electronic device to class each school day (see Policy 6141.324 for a definition of "electronic device").

Thomaston Public Schools offers students in Grades 7-12 two options to participate in the District's One-to-One Computing Program:

- (1) Bring a personal electronic device to school daily ***OR***
- (2) Bring a District-Issued Take Home Chromebook to school daily for an annual fee of \$50.00 per student.

Indicate the option for your child(ren) on the form below and submit the completed form (including any fee) to Principal Perrucci on or before September 9, 2019 (Prepay option- on or before May 24, 2019). Please print legibly. If you have any questions about Thomaston Public Schools' One-to-One Computing Program or if you will experience a hardship through your child(ren) participating in the One-to-One Computing Program, contact Principal Perrucci at 860-283-3030.

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**Thomaston Public Schools  
One-to-One Computing Participation Form**

Select **ONE** option per student:

**Student #1 Name:** \_\_\_\_\_ **Student Signature:** \_\_\_\_\_

\_\_\_\_\_ My child has a personal electronic device that he/she will bring to school every day for educational use.

\_\_\_\_\_ My child will use a District-Issued Take Home Chromebook for an annual fee of \$50.00 (payment enclosed).\*

**Student #2 Name:** \_\_\_\_\_ **Student Signature:** \_\_\_\_\_

\_\_\_\_\_ My child has a personal electronic device that he/she will bring to school every day for educational use.

\_\_\_\_\_ My child will use a District-Issued Take Home Chromebook for an annual fee of \$50.00 (payment enclosed).\*

**Student #3 Name:** \_\_\_\_\_ **Student Signature:** \_\_\_\_\_

\_\_\_\_\_ My child has a personal electronic device that he/she will bring to school every day for educational use.

\_\_\_\_\_ My child will use a District-Issued Take Home Chromebook for an annual fee of \$50.00 (payment enclosed).\*

**Parent/Guardian Name:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

By signing this form, the student and the student's parent/guardian certify that they have carefully read, understand, and accept the process regarding the Thomaston Public Schools One-to-One Computing Program, Responsibilities List, and associated Thomaston Board of Education Policies and rules, which will govern the student's possession and use of either a personal or District-Issued Take Home device. The student and the student's parent/guardian also certify that they will comply with the expectations of the One-to-One Computing Program at all times while a personal or District Issued Take Home device is in their possession or under their control.

*\*Selecting this option also indicates that the parent/guardian accepts the responsibility for all repair/replacement costs not covered by insurance; repair/replacement costs can exceed \$300 per Chromebook. If the District-Issued Take Home Chromebook is damaged, lost, stolen, or not returned to Thomaston Public Schools by the end of the 2018-2019 school year, the parent/guardian will pay the repair or full replacement cost of the Chromebook by Money Order paid to the Thomaston Board of Education by July 1, 2019.*

## **Thomaston Public Schools**

### **One-to-One Computing Program**

1. An electronic device, whether personal or district-issued, is a valuable piece of property for the purposes of advancing a student's education.
2. An electronic device, whether personal or district-issued, must be brought to class every day and used in accordance with District policy, the Parent-Student Handbook, the Student Code of Conduct, Acceptable Use and teacher rules.
3. The student is responsible for ensuring the device is kept safe and secure at all times.
4. For personal or district-issued electronic devices, under no circumstances will the student leave the device unattended unless it is safely secured at the student's home or locked in the student's school locker.
5. For district-issued devices, under no circumstances will the student leave the device in the care or custody of any person other than the student's parent/guardian or a Thomaston High School teacher/administrator. Parents shall define those who may care or use a personal electronic device.
6. If a district-issued device is lost, stolen, damaged or malfunctioning in any way, the student will immediately report the problem to Ms. Patricia Henderson, Library Media Specialist.
7. Thomaston Public Schools will investigate all incidents of devices reported as lost or stolen and may refer any such incidents to law enforcement (all district-issued devices can be identified and traced).
8. Parents shall be responsible for full replacement costs of a lost or stolen district-issued device. For the purposes of this document, the replacement cost is the actual retail cost to Thomaston Public Schools at the time of replacement for a new district-issued device.

See also:

Thomaston Board of Education [Bring Your Own Device Policy](#) and

Thomaston Public Schools [2018-2019 Parent-Student Handbook](#).

**July 1, 2019 – June 30, 2020**  
**(Applicable to Acceptable Use Policy)**

"I understand the responsibilities outlined in the District's Student Code of Conduct. I also understand that my child shall be held accountable for the behavior and consequences outlined in the Student Code of Conduct at school and at school-sponsored and school-related activities, including school-sponsored travel, and for any school-related misconduct, regardless of time or location. I understand that any student who violates the Student Code of Conduct shall be subject to disciplinary action, up to and including referral for criminal prosecution for violations of law."

\_\_\_\_\_  
\*Parent/Guardian Signature

\_\_\_\_\_  
Please Print Your Name

\_\_\_\_\_  
Date

\*By signing above, you agree that you have reviewed the enclosed policies with your child and understand the policies/guidelines set herein.

\_\_\_\_\_  
Please Print Student Name

\_\_\_\_\_  
Teacher/Homeroom #

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

Note- this form is only active for the duration of summer vacation. Parents and students will need to sign the form associated with the revised 2019-20 Parent/Student Handbook upon our return to school.

