



June 25th, 2018

Dear Parent or Guardian:

Welcome to the 2018-2019 school year. It is an exciting time for technology for our parents, students and staff in DuPage High School District 88!

Beginning in the Fall of 2018 with the class of 2022, each Freshman in District 88 will be receiving a Chromebook mobile computer device for instructional purposes. We will phase in this model (starting with the class of 2022) to ensure the most cost-effective, efficient and high-quality implementation. Students are expected to bring their Chromebook to school every day.

The Chromebook annual fee is \$54.00 per year. The full cost of the Chromebook will be divided over four years (a waiver will be offered for qualifying students), which will allow students to own their device after they leave our district. Students attending the district less than four years may keep their device by paying a pro-rated fee based on time in our district. Transfer students who decide not to keep the device will need to return the device and charging accessories to our district.

Freshmen students will receive their device during registration on August 7, 2018. These devices will be individually assigned to students and inventoried using a unique identifier. Students will be able to set up their devices and obtain log-in and passwords during their Physical Education and Health classes during the first week of school. Students need to bring their devices to their PE/Health class on the following dates:

Addison Trail	Willowbrook
Thursday, August 16- Main gym	Friday, August 17- Main gym

Upon the initial set-up, students can use their devices in any class at the teacher's discretion.

Students are responsible for the care of their Chromebook. Devices will be serviced by District 88 staff and student workers. All devices will come with a 1 year warranty to cover manufacturer defects. Repairs of the device will be covered by the district using a graduated repair fee scale:

- 1st repair - free.
- 2<sup>nd</sup> repair - \$25.
- 3<sup>rd</sup> repair - \$50.
- 4<sup>th</sup> and subsequent repair - \$100.

Devices that are lost or stolen will be the responsibility of the family to replace at the full cost of the device.

Families will have the option to purchase insurance through a third party vendor to cover the cost of lost or stolen devices. Information will be available at the time of registration. Intentional damage and/or theft will be reviewed on a case by case basis with the Dean's office according to the District 88 Board Policies and Student Handbook. In these instances, repair costs will be at the discretion of the administration.

## Device Use

Students may seek repair of their device at the designated help desk in the Library Media Center. Students are directed to keep devices secured in their lockers when not using them during the day. Stolen devices must be reported to the Dean's office for referral to the police. District 88 is not responsible for lost/stolen property. Students will be keeping their devices over the summer. Technology staff will be available during the summer for device support and repair.

Chromebooks will require district logins and passwords and will have a content filter that will be in place both at home and at school. Web activity will be tracked for safety purposes and students will only have access to educationally appropriate sites in compliance with the Federal Children's Internet Protection Act (CIPA). However, students will be permitted to add applications subject to administrative review. All device activity is subject to the requirements of the District 88 "Acceptable Use Policy" and violations of the policy are subject to disciplinary action.

Families in need of internet access in the home can contact the Library Media Center regarding the Sprint hotspot program. The Sprint Hotspot program includes a filtered internet connection for eligible families.

## Printing

Printing will be available in the Library Media Center as well as departmentally determined areas. Students may set up their home printers with the Google Cloud Print to print from their Chromebook at home. More information may be obtained using the following link: <http://www.google.com/cloudprint/learn/>.

## Charging

Students are directed to charge their device at home and bring devices to school ready for classroom use. If additional charging is needed during the day, charging stations will be available in the commons, cafeteria, Library Media Center and some classrooms at teacher discretion. If a charging cable becomes damaged, students may obtain a replacement charger from the technology office. If charging cables are lost, replacement cables may be purchased.

## Email

Students will be issued a district-owned gmail account. Our district uses Google's G-Suite for Education email system specific to District 88. This email system allows our students to have a DuPage 88 gmail account for creating and sharing documents as well as enhanced electronic communication with their teachers. This email system provides more opportunities for students and teachers to collaborate in a safe and secure online environment, with a spotlight on ease-of use. Students will be able to set up and access this email account during our August registration at the student email station as well as the beginning of the school year.

If you have any questions, or would like more information, feel free to contact me at [alenaghan@dupage88.net](mailto:alenaghan@dupage88.net) or [630-782-3133](tel:630-782-3133).

Sincerely,



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