

ZM Schools 1:1 Mobile Device Program for 2020-21

NEW for Distance Learning Students only – For families choosing distance learning due to Covid related decisions, ZM will still allow students in grades 1-12 three choices for devices:

- 1) **Use your own device.** Grades 1-6 please consult with your teacher about what device requirements they have. Grades 7-12 consult with your classroom teachers about distance learning requirements.
- 2) **Use/continue the ZM Insure to Device Plan as outlined below.** Please note, in order to be included in the “to own” portion of our plan which allows students to keep their device permanently when the program period expires, you must pay for using and insuring your take-home device. Students who defer this and choose their own or our free option, will not be able to sign up or rejoin into the plan.
- 3) **Use a free loaner ZM device while Distance Learning continues.** Students are still expected to abide by device use and care requirements as outlined below, and could be held liable for damages to this device if deemed negligent as with any other school property.

Families choosing Distance Learning will be contacted from their individual school about device needs, pickup times, support procedures, expectations, etc.

NEW for EVERYONE - ZM has moved Mobile Device fees (as well as athletics fees) payments from the school store to the infinite campus parent portal (from school website, under Parents, Infinite Campus). Sign in with your parent account, click on the fees tab, choose the student account you are looking for (My Accounts button on right under My cart), then choose optional payments. Add the items you wish to pay for to your cart. Multiple student fees can be added to the same cart and pay for all at once.

Please pay your school device fees early to ensure your device is ready for the start of school!

Options For In-Person and Hybrid Learning Students

All ZM students in grades 6-12 are required to carry a personal mobile device every day. Once again students will have the option to either use a ZM issued device or bring their own device that meets ZM requirements. Students who use ZM devices will be required to either participate in our **ZM Insure to Own Mobile Device Program** in order to use the device at home (recommended) or check out a ZM device each day.

The **ZM Insure to Own Mobile Device Program** provides ZM owned and managed devices to students in grades 6-12 for an annual fee that provides devices, support and maintenance, and covers most damages that might occur during the life of the device while a student here at ZM. Those who participate for 3 years (grades 6-8) and/or 4 years (grades 9-12) will get to keep their device at the end of the 3 and/or 4 year program. This “to own” option **will only be offered to students as 6th graders and as 9th graders**, so we encourage families with students in those grades to seriously consider participating. ZM will continue to offer other device options for those who choose not to participate in this program.

Students MUST be enrolled in our district and attending within our schools at least half time (this includes PSEO) in order to participate in the Insure to Own Program. Students who attend ZM schools less than halftime may still use a daily checkout device at no cost, or choose to bring their own device.

ZM has also implemented a few minor changes to our insurance program to make it more sustainable. See below for those changes.

Student device options for 2020-21:

Grade 6 students will have 3 options:

1. Start Year one of our **Insure to Own Program (see more details for this program below)**
 - a. **NEW DEVICE** - All 6th graders will be offered a new ruggedized 2 in 1 touch Lenovo 300E Windows Laptop, charger, stylus, and protective case. This is a different model from the previous HP devices. It has twice as much storage, is about 40% faster, and the stylus is now built into the case so it's harder to lose.
 - b. 3 year **Insure to Own** plan @ \$75/year, or \$40/year for free/reduced families. Student keeps device after grade 8
 - c. We encourage parents to sign up/pay for this option before school begins by going to the school store @ www.zmschools.us
2. **Bring their own device** (see byod device requirements below)
3. **Daily check out and return a ZM device** (no take home option) at no cost. Sign up for this option at the start of school

Grades 8 students will have the same 3 options as last year:

1. **Continue the Insure to Own plan with existing chromebook** (yr 2 for grade 7, final yr for grade 8)
 - Cost is \$50 per year or \$25 per year for free/reduced lunches.
2. **Bring their own device** (see byod device requirements below)
3. **Daily check out and return a ZM device** (no take home option) at no cost. Sign up for this option at the start of school

Grade 9 students will have 3 options:

1. Start Year one of our **Insure to Own Program (see more details for this program below)**
 - a. **NEW DEVICE** - All 9th graders will be offered a new ruggedized 2 in 1 touch Lenovo 300E Windows Laptop, charger, stylus, and protective case. This is a different model from the previous HP devices. It has twice as much storage, is about 40% faster, and the stylus is now built into the case so it's harder to lose.
 - b. 4 year **Insure to Own** plan @ \$75/year, or \$40/year for free/reduced families. Student keeps device after grade 12
 - c. We encourage parents to sign up/pay for this option before school begins by going to the school store @ www.zmschools.us
2. **Bring their own device** (see byod device requirements below)
3. **Daily check out and return a ZM device** (no take home option) at no cost. Sign up for this option at the start of school

Grade 7, 10-12 students will have 3 options:

1. **Continue the Insure to Own plan with existing laptops**
 - Cost is \$75 per year or \$40 per year for free/reduced lunches.
2. **Bring their own device** (see byod device requirements below)
3. **Daily check out and return a ZM device** (no take home option) at no cost. Sign up for this option at the start of school

ZM Insure to Own Program..... more details

Q. Why this model?

A. Three reasons.... One, ZM recognizes the benefit of personal ownership of devices. We are offering students a device that they will use daily and keep for 3-4 years at school and home. We believe students will be more successful if they see this device as their own critical learning tool and they will take care of it more. Two, to work together with families to provide anywhere everywhere learning for our students with reliable tools that allow students to access materials and learning tools at home. And three, to provide reliable devices and support options for families at a reasonable cost (works out to less than 30 cents a day, 15 cents for free and reduced) and stabilize costs for ZM over time. This model allows us to be adaptable and phase in any major tech changes relatively quickly, but also more accurately predict what our device costs will be year after year.

Q. Who owns the device during the program ?

A. ZM does. Our licensing model requires us to retain ownership in order to run the software our students need every day. Once the 3 or 4 year program expires ZM will relinquish device ownership and those licenses will expire so students will be able to do with them as they please.

Q. Do I get to put my own programs on it, keep it during the summer, etc... ?

A. No. In order to keep the devices operational as best we can, ZM will manage these devices like any other ZM owned device. You may customize some settings, but until the 3-4 year Insure to Own program is complete, the device is ZM property and you will be expected to treat it as such.

Q. What if my device breaks at some time during the 3-4 years ?

A. Almost all repairs for Accidental damages and breakage will be covered by the insurance program at no charge. ZM's goal is take most of the risk out of device ownership for families and we will repair any problems that inhibit usability. If necessary, ZM may choose to replace the device with another like device. We will not repair cosmetic problems, and some repairs may require you to pay a deductible. Some repairs may not be covered at all. Students who we deem as having been negligent or who have intentionally damaged devices may lose their device. Read more about the Insurance program below.

Q. If I leave ZM before my 3-4 year Insure to Own program is up, can I buy out the other year(s)?

A. No, the device will remain ours. Your fees cover only the insurance and reservation/responsibility for a specific device. Statute does not allow to give or sell devices we could reasonably still use here. The 3-4 year period allows us to deem those devices salvage.

Q. Can I do what I want with it afterwards? If it's declared salvage by ZM, would I want it anyway?

A. Like any device you might buy at home for yourself, it depends on how well you have taken care of it, and how you wish to use it, etc.... After the 3-4 year Insure to Own period ZM will remove software and give the device to the student to do as they choose. They may keep it, pass on to a sibling or friend to use at home or even here (ZM will not support those devices anymore, however), sell it, have ZM recycle it, etc...

Q. I did not enroll in this program as a 6th or 9th grader... can I still get in on this ?

A. Probably not.... ZM's goal is to provide the devices students need for learning be it a daily device checkout or an insured take home device. We can prorate the plan for students who start after the beginning of the year, but in general you will likely not be issued a new device and may be offered an Insure to Take Home plan rather than an the Insure to Own option if you are not participating in the entire 3-4 year cycle.

Q. How are costs for this program determined? Are there cheaper options ?

A. Costs for devices and cases, breakage rates, repair costs, and enrollment numbers have all been factored into the rates for each device. Our goal is to develop effective reasonable cost sharing with families to provide these tools to students for anytime anywhere access to tools for learning and to minimize the risk for all. Families who qualify for free and reduced meals can participate for about half the cost. Students may also Bring their own devices or use a device here at school for free with the daily checkout program. ZM will work with any and all families to make one of these plans work for them.

Please address any other questions about our Insure to Own Program, ZM Mobile device Insurance, devices, etc... to:

Grant Voth
ZM Schools Technology Coordinator
grantv@zmsch.k12.mn.us

ZM Mobile Insure to Own Mobile Device Lease/Insurance Agreement 2020-21

Fees *Note: Annual costs follow the student and device as they progress through grades

Grade 6 – 7 Insure to Own (ownership requires 3 years participation), 2 in 1 touchscreen Windows Laptop, stylus, charger and zippered case for \$75/year, \$40 for free/reduced families (first or second year of plan)

Grades 8 - NonTouch Screen Chromebook, charger and case \$50, \$25 for free/reduced families (year 3 of device plan)

Grades 9-12 – Insure to Own (requires 4 yr participation), touchscreen windows 2 in 1 device, stylus pen, charger, case for \$75/year, \$40 for free/reduced families (years 1, 2,3 or 4 of device plan)

ZM Leased/Loaned Mobile Device Protection Understanding:

- Students MUST secure and are responsible for their assigned device at all times.
- Bring the device fully charged to school every day. Bring it to every class unless your instructor has told you otherwise.
- Students MUST always transport their device in the case, including between classes
- At all times follow all school and classroom rules for acceptable use as outlined in ZM's Acceptable Use of Technology Policy available from the office and on our school website - www.zmschools.us
- Report any damage/loss of the device/case/charger to the school office immediately. Report any other tech problems you may be experiencing to your instructor or the technology department.
- ZM Schools is the sole authority and determiner of any and all fees for repairs and/or replacements of devices, cases, and any other related accessories issued to individual students. All device damage assessment, repairs and/or replacements will be handled by the district.
- We have seen a number of keyboards being damaged and keys being removed intentionally. To discourage this, Keyboards will not be replaced and may not be repaired for non-critical keys missing or damaged and not working. These devices will be yours to keep, so take care of them.
- All touch screen and hinge repairs that require screen replacement will be charged a \$20 deductible. Students who break a touch screen device may be assigned a nontouch model.
- For nontouch screens, the first screen/hinge replacement repair is free, but thereafter a \$15 fee will be charged for any additional screen/hinge repairs over the life of the device.
- Broken screen counts will count year to year for students (grades 6-12). Students who maliciously or seriously damage 2 or more devices may be dropped from the insurance

program, be required to bring their own device, or do daily checkout of a nontouch device.

- Lost or broken Stylus will not be covered. Replacements can be purchased from ZM for \$35
- ZM may choose to not repair cosmetic or superficial damages to devices we deem as safe and functional. If you lose a key or peel the touchpad off you may have to live with it and could be assessed a fee if negligence is determined.
- If a device is broken to the extent that it needs to be replaced, ZM may choose to replace it with a like device, but cannot guarantee it will be the same model. Example – If you break your touchscreen chromebook, you may get a non-touch model as a replacement
- Chargers and cases are NOT covered by this insurance, and you will be assessed full replacement costs if they are damaged or lost. Cases cost up to \$25, and chargers \$20.
- Police reports must accompany any reports of stolen devices.
- If damage/theft occurs and/or it is determined students are otherwise negligent in their care of the device, ZM reserves the right to require students to leave the device at school each day and check it in and out as needed, or even suspend usage of the device.
- You must always transport the device in your school issued case.
- The device will be labeled with a device identification number and your name. Each device also has an internal hard coded system id number to prevent theft. Do not remove or damage any device labels. Do not apply tape, stickers, markers, etc... or otherwise personalize the device or cases except school provided bags or cases should be labeled with removable tags identifying who the device is issued to making it easy to find your own device
- Students should use the devices for school purposes only, and follow specific classroom rules for when and how the device is used. As with any school device, students are not allowed to install software or do anything to interfere with the general operation of the device. Student devices may be collected at any time and without cause for inspection and maintenance tasks.
- Students may be required to connect to the internet on the device outside of school. Students who do not have internet access may use the school Wi-Fi before and after school during open hours. Some local businesses and the public library also offer free Wi-Fi. Students who still cannot get access to complete required work should contact the instructor of the class about providing necessary files for offline use.
- ZM schools does not provide filtered internet access outside of school. While offsite, it is the responsibility of the student and parent to ensure students are using the school provided devices in an appropriate manner. ZM still maintains the authority to restrict usage of those devices to educational purposes only, and reserves the right to verify students are complying with those rules.
- Students who do not abide by these rules and expectations may be subject to discipline as outlined in the district Acceptable Use Policy, as well as restricted device use, and possible revocation of school issued Devices

ZM Schools BYOD (Bring Your Own Device) Option requirements for 2020-21

Students in grades 6-12 have the option of bringing their own device to school for classroom use. If you are considering this option please note the following:

1. In general the device should be the right type for the grade level, be in good working condition, up to date, and problem and distraction free. If it is not, ZM may require you to check out one of our devices each day until the student can bring an acceptable device.
2. **BE AWARE that ZM has been transitioning away from chromebooks for older grades to just windows devices in grades 6-12.** If you are considering what to bring or buying a new device for a student, you are encouraged to consider this. ZM wants all students in each grade to carry similarly functioning devices, and to work effectively with a variety of device types.
3. **Beginning last year, 6th graders are only allowed to bring a windows laptop.** I pads, chromebooks, other tablet devices, etc... are not acceptable.
4. **Only 8th graders who choose BYOD may bring a chromebook, but they may also use a windows laptop.** * See #2 above.
5. **9th-12th graders who choose BYOD must bring a windows laptop and should consider #7 below**
6. **If you are considering purchasing a chromebook,** most chromebooks are very similar, but it is recommended you look for one with 4 gb of ram. A touch screen is not required, but students generally like it better. Note – a touch screen device will cost you more and make screen repairs much more costly. Ruggedized type devices and a good case will also help prevent damages.
7. **If you are purchasing a laptop,** your options are much more diverse. In general choose a device with all day battery life, at least 4 gb of ram, windows 10, and an 11-14” screen (ZM devices are all 11”). A touch screen is not necessary, but very much encouraged. ZM devices will include a stylus (also not required, but encouraged). ZM does not endorse products, but some models our tech dept likes include the HP Probook x360, Microsoft surface, Lenovo Thinkpad, flex 14, or 300e.
8. Students who bring windows laptops are expected to have installed windows 10, the edge and chrome browsers, and adobe reader. They should also install the desktop versions of office 365 (free from student email site). Other course specific software may be available as well.
9. Use of games and other non educational software on BYOD devices while at school is not allowed
10. Regardless of the device you bring, you will still be expected to abide by ZM acceptable use rules while in school.
11. ZM will not allow student owned devices to connect to our network (except the wireless internet), printers, etc... They will be required to connect to our guest wireless.
12. You may ask our tech department for help with basic troubleshooting, but ZM cannot repair student owned devices. In emergencies due to BYOD device problems, students may checkout an emergency loaner device for the day from the emergency device cart.