

## ZM Schools 1:1 Mobile Device Program for 2023-24

ZM will require and offer to provide devices to be used at school and taken home for all students in grades 6-12. Take home devices will be available for a fee thru the insure to own program as in the past (more details below), as well as free daily checkout devices. Students may also Bring Your Own Device in grades 6-12 (read details below, as not all devices are acceptable).

Mobile Device fees along with other school fees should be paid thru to the infinite campus parent portal (from school website, under Parents, Infinite Campus). Sign in with your parent account (contact HS or Elem office if you need account assistance), 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 tech and other student fees can be added to the same cart and paid for all at once. **Please pay your school device fees early to ensure your device is ready for the start of school!**

### More Details about Device Plans

All ZM students in grades 6-12 are required to carry a personal mobile device every day. Students 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 and return an assigned 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 10-12) and/or 4 years (grades 6-9) 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 6<sup>th</sup> graders and as 9<sup>th</sup> graders**, so we encourage families with students in those grades to seriously consider participating. ZM will continue to offer other insured (fee for taking it home during the school year) or daily checkout device options for those who choose not to participate in this “insure to own” program at the start year (grades 6 and 10).

**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.

## Student device options by Grade Level for 2023-24:

**Grade 6-12 students** will have 3 options:

- **Option 1:** Begin or Continue in our **Insure (to use at home) or Insure to Own Program (see more details for this program below)**
  - a. **For grade 6 - a new ruggedized 2 in 1 touch Lenovo 300W Windows Laptop, charger, stylus, and protective case.** Grade 6 will own their device after 4 years.

- b. **Grades 7-12** continue with existing Insure to Own device. NOTE: Final year of plan for grade 8 and grade 12 students – if you participated all years of the program you will own the device after this year!
  - c. Terms: 3 or 4 year (depending on when you started the plan) **Insure to Own** plan @ \$75/year, or \$40/year for free/reduced families. This covers insurance for most device problems/accidental damages, support and maintenance (see details below)
  - d. We encourage parents to sign up/pay for this option before school begins thru the infinite campus parent portal
- **Option 2: Bring their own device** (see byod device requirements below, but no chromebooks are allowed)
  - **Option 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 Q & A**

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 their devices 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 ZM to give or sell devices we could reasonably still use here. The 3-4 year period allows us to declare those devices salvage so students can then keep them.

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 6<sup>th</sup> or 9<sup>th</sup> grader... can I still get in on this ?

A. Yes you can participate, but keeping the device is a "maybe".... 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 cost for students who start after the beginning of the year, but in general students who start the plan in later grades will likely not be issued a new device or be allowed to keep it if they have not been in for the entire 3-4 year cycle. If a device is being phased out for school use and a student has paid for insurance most but not all of the 3-4 year plan, we may offer it to the student at the end of the device cycle for free or nominal fee. The insurance fees for students who start insurance later will still cover protection for the device and allow them to take it home during the school year, however.

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](mailto:grantv@zmsch.k12.mn.us)

## **ZM Mobile Insure to Own Mobile Device Lease/Insurance Agreement 2023-24**

**Fees \*Note: Annual costs follow the student and device as they progress through grades. Fees are NOW the same for all students grades 6-12**

Grade 6 – 12 Insure to Own or Insure to Take Home (ownership requires participation all 3-4 years), 2 in 1 touchscreen Windows Laptop, stylus, charger and zippered case for \$75/year, \$40 for free/reduced families. Grades 6-9 is a 4 year insure to own device agreement, and grades 10-12 is a 3 year insure to own device agreement. Styluses and cases may only be included during the first year of insure to own plans.

### **ZM Leased/Loaned Mobile Device Protection Understanding/Expectations:**

- 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](http://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 \$25 deductible.
- 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 \$30

- 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.
- 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 \$15.
- 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.
- 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 2022-23

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. **6<sup>th</sup>-12<sup>th</sup> graders who choose BYOD must bring a windows laptop** . I pads, chromebooks, other tablet devices, etc... are not acceptable.
3. **If you are purchasing a laptop for school**, In general choose a device with all day battery life, at least 4 gb or more of ram, windows 10 or 11, and an 11-14" touchscreen (ZM devices are all 11"). ZM devices will include a stylus (not required, but very much encouraged). ZM does not endorse products, but some models our tech dept likes include the HP Probook x360, Microsoft surface, acer spin, Lenovo Thinkpad , flex 14, or 300e/300w.
4. 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.
5. Use of games and other non educational software on BYOD devices while at school is not allowed. Devices with known malware or other distraction creating or inappropriate use materials on them will not be allowed for school use.
6. Regardless of the device you bring, you will still be expected to abide by ZM acceptable use rules while in school.
7. 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.
8. You may ask our tech department for help with basic troubleshooting of your device for accessing required learning content, 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 (Ms. Boelter's room).