



## **2021-2022 DEVICE RESPONSIBILITY, DAMAGE FEES AND OPTIONAL INSURANCE**

### **Student Device Responsibility & Optional Insurance - For all Assigned 1:1 UCS Students**

Utica Community Schools is proud to deliver 1:1 technology to our students. Depending upon the grade level, your child has been issued either an iPad or a Dell laptop including charging cords and any applicable accessories. Your child is responsible for the device at all times.

Additionally, a separate Technology Device Use Agreement that includes an electronic sign-off must be provided to the district prior to device distribution. This agreement includes the procedures for [Board Policy 6600 - Acceptable Use of the District Technology Resources](#), acknowledgement that the Student Device Agreement has been discussed with your child, and you have read [Board Policy 5160 – Information & Communication Technology](#). The Technology Device Use Agreement can be found by logging in to your Unified Classroom/PowerSchool parent account using a web-browser (found at this [link](#)), selecting “Forms” from the Quick Links menu, and then selecting “Forms” again from the navigation bar. Please note that the PowerSchool app does not contain a link to district forms. Forms are only accessible through a web-browser.

### **Damage Fees**

In the event of damage to an iPad or laptop, district policies and practices require a charge be assessed to cover the repair or replacement cost of the device. The fees described below are based on use of a UCS-provided device and any damage to it, whether accidental or intentional, after it has been issued to the student.

### **Device Insurance Plan for Accidental Damage – Annual OPTIONAL COVERAGE**

An annual insurance plan has been designed to help families if there is an accident that causes damage to the school issued device. ***When participating in the district’s insurance plan for \$15 per year, any accidental damage reported will be covered as described below.***

Insurance coverage will repair/replace the device for accidental damage with no cost incurred by the student for the first incident (claim). Subsequent damage repairs during the covered year will have a deductible assessed per instance. **Insurance will cover a maximum of 3 damage occurrences during the covered year.** The deductible fee schedule for each damage occurrence is outlined below. Please note, if insurance is not purchased, actual repair costs (not to exceed the cost of the device) will apply.

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## 2021-2022 INSURANCE FEES

### Insurance plan purchase

- \$15.00 per device, per year

### Device Damage/Occurrence Fees (WITH INSURANCE)

- First Occurrence - **NO CHARGE**
- Second Occurrence – not to exceed **\$75 (iPad) / \$150 (laptop)**
- Third Occurrence – not to exceed **\$150 (iPad) / \$300 (laptop)**
- Thereafter – full repair/replacement cost

## ITEMS NOT COVERED BY THIS OPTIONAL PLAN:

### ACCESSORIES ARE NOT COVERED BY INSURANCE

- Accessories include, but are not limited to, a USB power adapter, charging cable and/or protective iPad case.
- Replacement of lost or damaged accessories is the responsibility of the student. Utica Community Schools recommends Original Equipment Manufacturer replacements.

### INTENTIONAL DAMAGE IS NOT COVERED BY INSURANCE

- Any damage reported due to misuse, neglect or any other form of intentional damage will result in fees up to the full cost of replacing the device, regardless of your participation in the annual insurance plan.

### DAMAGE DUE TO REMOVAL OF THE PROTECTIVE IPAD CASE IS NOT COVERED BY INSURANCE

- Utica Community Schools has selected a protective iPad case for all district issued iPads. Students must **NEVER** remove the case.
- Any damage that occurs due to the removal of an iPad case is considered **INTENTIONAL DAMAGE** and is not covered by insurance.

### LOST OR STOLEN DEVICE

- Lost devices are **NOT COVERED** under this optional insurance policy.
  - In the case of theft of an iPad or laptop, a copy of a completed police report **MUST BE RETURNED** to Utica Community Schools. A stolen device **IS COVERED** by the purchased insurance **ONLY IF** a police report is filed and a copy provided to the district.
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**2021-2022 Cost comparison for damage to device with / without optional insurance:**

<b>DAMAGE/OCCURRENCE</b>	<b>IPAD DAMAGE</b>		<b>LAPTOP DAMAGE</b>	
	<b>Cost to student WITH INSURANCE</b>	<b>Cost to student WITHOUT INSURANCE</b>	<b>Cost to student WITH INSURANCE</b>	<b>Cost to student WITHOUT INSURANCE</b>
1st Occurrence	No Charge	actual repair (max. \$300)	No Charge	actual repair (max. \$600)
2nd Occurrence	Max. \$75	actual repair (max. \$300)	Max. \$150	actual repair (max. \$600)
3rd Occurrence	Max. \$150	actual repair (max. \$300)	Max. \$300	actual repair (max. \$600)
Stolen Device	Device Replaced*	not to exceed \$300	Device Replaced*	not to exceed \$600
Lost Device	Not Covered (max. \$300)	not to exceed \$300	Not Covered (max. \$600)	not to exceed \$600
Damage due to iPad Protective Case or Laptop Housing/Case Removal	Not Covered (max. \$300)	not to exceed \$300	Not Covered (max. \$600)	not to exceed \$600

\* Must also be accompanied with a police report.

### **How to Purchase Device Insurance -- ONLINE:**

The initial fee to purchase device insurance (\$15 per device) can be paid online using your checking account, debit card or credit card through PaySchools. The link to PaySchools is unique to each individual school within the district. The link can be found on the homepage of the school your student attends, under "Parents" - "My *\*school name\**"

In addition to PaySchools, high school students will have the opportunity to pay for this optional insurance program in person during their scheduled registration day (Falcon Day, Titan Day, etc.). High schools will accept payment by check during this time. If your child does not attend one of our four senior high schools, and you are unable to pay electronically through PaySchools please contact your building principal to discuss alternate payment methods.

### **FINAL DATE TO ENROLL FOR TECHNOLOGY INSURANCE (2021-2022)**

In order to be considered enrolled in the optional Technology Insurance Program, payments for 2021-2022 school year must be received no later than **Friday, September 10, 2021.**

### **IF THE DEVICE IS DAMAGED:**

In the event of damage, bring the device to your building principal. Your principal will advise the next steps.

### **HOW TO PAY FOR DEVICE DAMAGE FEES (with or without insurance) -- ONLINE:**

All damage fees associated with the school issued device can also be paid online using PaySchools.

## EXAMPLE:



### My Dresden Elementary

Dresden Elementary / My Dresden Elementary

My Dresden Elementary is a site that contains links to sites that allow you to personalize your experience with Utica High School. The links below give you real time access to information regarding your student's classes, grades, attendance, college and career dreams.

**UCS App**

The UCS App gives parents the opportunity to personalize the information they receive from the district. In addition to UCS information, users can customize their options to also receive news, notifications and calendar dates from their favorite school. The parent portal on the App also allows busy parents the ability to securely access their student's information, including schedules, attendance, academic performance and bus routes. The app is available for free download at iTunes and Google Play Store.



**Calendar**

Our new Web site has a calendar that can be personalized at this link. You can also customize the calendar to view by week, day or month.

**PowerSchool**

PowerSchool allows parents to access information about their student's attendance and academic progress. The communication system also allows parents to register for monthly, weekly or daily e-mail alerts regarding their student's progress. Please follow this link.

**Electronic Report Cards**



**PaySchools**

PaySchools is a secure method to pay for items related to Utica High School. Items include fees, school store merchandise and miscellaneous materials. The link for UHS items is available at this link.