

**Business/Non-Instructional Operations**

**Technology Protection Plan Policy**

The Waterford Board of Education (the “Board”) believes that access to technology is a fundamental element of education in the 21<sup>st</sup> Century. The Board may decide to provide devices to support learning (e.g., Chromebooks, laptop computers, tablets) to students in the Waterford Public Schools (the “District”) for the students’ use during the academic year. Although the District emphasizes to the students the importance of proper care of such devices, the devices may become lost, damaged or inoperable. Students must promptly report when a device becomes damaged or inoperable, or is lost or stolen, to the building principal for the school that the student attends.

Generally, students and their parents/guardians are responsible for the cost to repair or replace a lost, damaged, or inoperable device. To ease the potential economic burden on families experiencing a damaged or inoperable device, the Board has established a Technology Protection Plan (the “Plan”).

**Section 1. Technology Protection Plan**

Each school year, parents/guardians of District students who are loaned devices will be provided an opportunity to elect to participate in the Plan. Those who elect to participate in the Plan (a “participant”) will pay an insurance premium in a specified amount for full insurance coverage on the student’s assigned device during the school year. The insurance premium will be established by the Administration each year. The Administration shall also establish a process by which families for whom payment of the insurance premium would present economic hardship may apply for a waiver of the insurance premium. Families participating in the free and reduced lunch program will automatically have their fees waived. Families suffering from economic hardships who do not qualify for the free and reduced lunch program should contact their student’s school principal.

If a participant’s device is accidentally damaged or inoperable while on loan to the student, or a participant returns a damaged or inoperable device at the end of the school year, the participant will not be responsible for the cost to repair or replace the device. The Plan covers the repair or replacement of two (2) devices per school year.

What is Covered by the 2 claims per year:

- Accidental damage - including but not limited to broken screen, liquid spillage, dropped
- Unavoidable Theft - police report must be submitted within 72 hours of theft
- Mechanical failure or defect
- Fire, flood, natural disaster
- Power surge

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If the student requires more than two (2) device repair or replacement during a school year, the cost shall be at the student's sole expense.

What is not covered by the Protection Plan:

The Plan does not cover replacement of a device that is lost.

- Lost Chromebooks are not covered by this policy. A device will be considered lost if the families have not filed a report of theft with the Police Department within 72 hours of the device being lost. A full replacement cost not to exceed \$300.
- Excessive scratches/wear to Chromebook's exterior.
- Intentional marking, defacing, and/or abusing the Chromebook.
- Removal of keys from keyboard.
- Damage caused by tampering with hardware components or operating system (i.e. jailbreaking) to alter District configuration.

Participants must opt into the Plan and pay the insurance premium for each school year that the participant seeks coverage under the Plan. Participants must opt into the Plan and pay the insurance premium by the date established by the Administration in order to qualify for coverage under the Plan.

**Section 2. Expenditures from the Account**

Funds may be expended from the Account:

- A. To repair or replace damaged or inoperable devices throughout the school year.
- B. To purchase new devices at the end of the school year.

The Board shall have control over the funds in the Account and may access the funds in the Account at any time during any fiscal year in furtherance of the Plan.

The Administration shall have discretion to determine which type of device should be purchased and/or loaned to students for their use.

The Superintendent may authorize expenditures from the Account of up to \$245,000 without Board approval. Expenditures from the Account in excess of \$25,000 require Board approval.

Policy adopted:

October 28, 2022

WATERFORD PUBLIC SCHOOLS  
Waterford, Connecticut