



MIDDLE SCHOOL 390 CDS10

1930 Andrews Avenue Bronx, NY 10453 • (718) 583-5502 • Fax (718) 583-5556

Andrea Varona, Asst. Principal
Cinnamon Harris, Asst. Principal
Selva Mason, Asst. Principal
Guillermina Ceballos, Student Support

Robert W. Mercedes, Principal
Website: www.ms390.com
Emails: 10x390@schools.nyc.gov
rmerced@schools.nyc.gov

Middle School 390 iPad Student User Agreement 2022/2023

Dear Middle School 390 Parent-Guardian,

Providing Middle School 390 students with a world-class education that will enable them to successfully compete in a competitive global market arena will require major “shifts” that involve, among other things further:

- Alignment of instruction with the common core state standards
- Adoption of growth measure assessments tools
- Design and implementation of complex and rigorous daily learning activities
- Extension of student ownership for learning, and
- Appropriate access and usage of resource materials and educational instruction applications like LightSail and many others.

To ensure that each party entrusted with the education of your child meets his/her responsibility in these five component areas aligned to student growth; an iPad will be made available for **onsite/offsite usage** at Middle School 390 to all students. This educational device is configured to function as a Multi-Subject Textbook, Notebook, and Collaborative Learning and Assessment Tool.

Middle School 390 (NYC Department of Education) retains sole right of possession of the school purchased iPad and related accessories. The availability of the iPad to a Middle School 390 student is intended to be a privilege and not a right.

The iPad will be issued to Middle School 390 students for onsite/offsite usage according to DOE and school guidelines set forth in this document. Middle School 390 retains the right to collect and/or inspect the iPad it issues to students at any time and to alter, add or delete installed software or hardware. If a student is requested to return his/her assigned iPad to the school after it has been issued, he/she must do so immediately following the request. If the device is not returned to the school within this specified time period of two days, it will be listed on the school inventory as missing. Please read and sign the following User Agreement.

EQUIPMENT: DAMAGED, LOST, or STOLEN - IMMEDIATE ACTION REQUIRED

Immediately report any damaged, lost, or stolen iPad to the Middle School 390 Help Desk at support@ms390.com. Middle School 390's iPads are covered by a manufacturer's extended LIMITED warranty (**AppleCare**). The warranty within LIMITS covers manufacturer's defects and does not cover accidental damage from liquid spills, power surges, drops, falls, collisions, theft, vandalism, flood, fire, smoke, wind, and earthquake, as well as damage to batteries and ac adapters.



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Note: If a student's iPad is lost or stolen you as the parent/guardian is responsible for calling NYPD (911) and filing a police report immediately and then provide us (Middle School 390) with the police report number.

If an iPad is damaged, the Middle School 390 Help Desk will work with Apple to determine if the damage is covered by Apple's warranty policy. If the device is not covered, the parents of the student are responsible for the repair costs of the damaged iPad. The cost for a broken screen to be repaired is \$170.00. The repair has to be administered by the Department of Education vendor. Repairing the device with an outside unauthorized non-Apple service provider nullifies the device's warranty with Apple. Please note, that there is not any additional insurance for these devices to prevent accidental/lost damages caused by the students.

Failure to comply with the MS390 replacement guidelines can result in: **Replacement iPad will not be allowed off-site from MS390, not being able to participate in graduation activities, the graduation ceremony, and school prom.**

To help avoid possible damage to the iPad, it is strongly suggested that students keep the OtterBox case on their assigned iPads at all times. Please note that Middle School 390 iPad is equipped with tracking technology tracers that will aid the NYC Police Department (NYPD) in the event that it is lost or stolen

EQUIPMENT: CUSTOMIZATION

The student is not permitted to install software on the assigned iPad without prior written approval from the school. **Removal of the iPad MDM profile would result in immediate confiscation of the student's iPad.** To submit an application request for approval, contact the Middle School 390 Help Desk at support@ms390.com. The Student is not permitted to alter or add files to customize the assigned iPad to their own working styles (i.e. System Preferences).

Standards for Use & Security of the Middle School 390 iPad Assigned to a Student

The 'Student Borrower' of the Middle School 390 iPad is expected to:

- Adhere to the NYC Department of Education's Internet Acceptable User Policy (IAUP). Any student who uses the iPad device and violates the DOE IAUP may be subject to appropriate discipline under the NYC DOE Discipline Code.
- When in lunch or a Physical Education (PE) class, the Student Borrower is to lock the iPad in his/her assigned homeroom.
- Be used solely by the Student Borrower.
- Back up his/her data using Google Docs or a personal iCloud account.
- Immediately report any problems, damage, or theft to a member of the Middle School 390 Help Desk..
- Understand that any inappropriate use of the iPad may result in school disciplinary action.



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Inappropriate use includes but is not limited to:

- A. Visiting inappropriate websites
- B. Possessing inappropriate pictures and or media files
- C. Cheating
- D. Installing unapproved applications
- E. Deleting installed applications
- F. Deleting or changing another student's work in any application
- G. Changing the background
- H. Jailbreaking the iPad or modifying the MDM profile

General Care:

1. Do not do anything to the iPad that will permanently alter it in any way. Sticker markers, pen, etc...
2. Do not remove any serial numbers or identification placed on the iPad.
3. Keep the equipment clean. For example, do not eat or drink while using the iPad.

Carrying the iPad:

Transport the iPad in the iPad's protective case and front front folio cover at all times; the case must never be removed.

Screen Care:

Clean the screen with a soft, dry anti-static cloth or with a screen cleaner designed specifically for LCD-type screens only.

PERSONAL HEALTH & SAFETY

1. Avoid extended use of the iPad while resting directly on your lap. The bottom of the iPad can generate significant heat.
2. Take frequent breaks when using the iPad for long periods of time. Look away from the iPad approximately every fifteen minutes.
3. Do not provide your personal information to anyone over the Internet.
4. Do not share your passwords with anyone. Please make sure to always log out of all user school accounts when school applications are not in use. Keep the iPad in a secure location at all times when switching classes.



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I have read, understand, and agree to follow all responsibilities as outlined in the
Middle School 390 User Device Agreement

Asset Tag: Serial:

Student's Name: _____ (Please Print) Class: _____

OSIS: _____ Parent's Name: _____ (Please Print)

Parent's Signature: _____ Date: _____

Inspiring Greatness