



EXECUTIVE EDUCATION ACADEMY CHARTER SCHOOL

555 Union Boulevard | Allentown, PA 18109

610-841-7044 | fax 610-841-7187 | www.ee-schools.org

Dear Parent/Guardian,

EEACS has given each student a chromebook for a project we call one to one so every student has access to technology.

For the upcoming 2023-2024 school year, we have to issue a Technology Fee of \$35.00 for every student that will be issued a Chromebook. This fee is due in cash at the time you pick-up your child's device for this upcoming school year.

Please understand that this fee will not cover intentional neglect, abuse, theft or loss of any device. We understand accidents happen, however willful neglect and intentional abuse will have consequences.

Intentional mistreatment resulting in malicious damage to the device that is caused by the assigned student user will result in disciplinary action to include the repair or retail replacement cost of the device.

Technology Fee Coverage

- The annual technology fee affords students the opportunity to use the device at school and at home. The fee covers a one-time device repair.
- The fee does not cover outright loss or theft of the device. In the event a student loses a Chromebook, the cost of total replacement will be incurred.
- Damage repair — \$30 per repair
- Replacement AC adapter — \$30 per replacement
- Screen Replacement - \$175
- Complete Chromebook replacement due to loss, theft or damage - \$374

Details will follow shortly regarding dates, times and the location where you can sign out your child's Chromebook. Please remember we are only able to accept cash at this time.

We thank you and hope you have a wonderful summer.

Sincerely,

Shera Mula,
Information Technology and Networking Department



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Technology Use Agreement (to be submitted at the time of pickup with the fee):

In School Damage

When damage occurs in school the student will report the problem immediately to the classroom teacher. Our in-house technician will evaluate the damage. If the damage requires repair and is the first incident for the child, the issue will be recorded and the repair or replacement will be initiated. Parent notification will be made as an alert to the future charges and student use of the device. Additional repairs will result in the assessment of charges and parent notification as above.

Misuse/Neglect

The assigned student, parent, or a school staff will report damage resulting from negligence or intentional misuse to the Technology office--whether the damage was during or outside of the school day. A parent conference will be held to review the incident, and the resulting discipline and charges will be assessed. Please keep in mind that the technology fee specifically states that it does not cover intentional misuse or negligence.

This type of damage is not limited to the screen, but impacts multiple internal and external areas of the device. Examples of negligent damage may include but is not limited to, writing on the screen, scratches/etching on the screen or casing, and obvious signs of heavy impact from throwing the device. The disciplinary action includes the repair or retail replacement cost (not less than \$374) of the device.

Technology Fee Payment:

Printed Student Name: _____ Grade: _____

Printed Parent/Guardian Name: _____

Address: _____

Primary Phone Number: _____

I have reviewed the *Appropriate Use Policy (AUP)* and have completed the *Appropriate Use Agreement*. My signature and payment of the annual technology fee indicate that I understand and will abide by the policies and procedures of EEACS relating to personal learning devices and technology use. I will work with my child to assist them in abiding by the policies and procedures of EEACS at it pertains to personal learning devices and technology use.

Parent Signature: _____ Date: _____

Administrator Signature (fee received): _____