Why is the district providing laptops to students?

Our vision is that all students will use technology to energize personal intellectual development and construct knowledge for college, careers, and beyond. Providing a school laptop democratizes computing for all students, regardless of socio-economic status, and helps them engage in the real work of math, science, writing, design and engineering. This is not a technology program; it is about learning.

The school board unanimously voted in favor of the Penn Manor High School laptop learning program on April 1, 2013. The program expanded to middle school students in March 2015. The elementary program began with a limited pilot in fall of 2017 and was expanded to all students in grades 5 and 6 in the fall of 2018.

A district committee developed guiding principles for the laptop learning program. The core principles are:

> Equity of Access
> Engagement and Ownership
> Science, Technology, Engineering, Math
> Writing and Language Arts
> Curiosity and Agency
> Anytime, Anyplace Learning

What other local districts have 1:1 learning programs?

Most Lancaster County school districts have implemented a take-home 1:1 device program. And some schools begin the program in Kindergarten. Across the country, thousands of schools have initiated 1:1 learning programs at various grade levels.

What grades are participating and who is eligible?

Students in grade five through 12 will receive a district-issued laptop. Grade 4 students in Central Manor, Eshleman, Hambright, and Martic will also participate as part of an in-school pilot. Full day, High School Career and Technology students are offsite and not eligible.

When will elementary laptops be permitted to go home with students?

Laptops may go home with students in grades five and six students during the second marking period.

May students opt-out of the classroom program?

Just as students are required to use classroom textbooks and print material, lab equipment, and other instructional resources, all students will need the laptop to be a successful and prepared participant in our

school. Students may not opt-out of the classroom program. However, parents may choose to not allow the devices to go home with their child.

May students leave the computer at school at night?
The laptop program is a concerted effort to extend learning past the walled classroom boundaries. However, we do understand that for practical reasons, an elementary student may need to leave the laptop in school. Students may coordinate overnight storage and charging arrangements with their teachers.

May students use the laptops on school buses or in the cafeteria?
No. Doing so may damage the device. Laptops should be stored in the case while on the bus and while eating in the cafeteria.

Who owns the laptop?
The laptop is the property of Penn Manor School District and on loan to students, just like textbooks and other learning materials. Students will be expected to care for the laptop as they would other district-issued school supplies, materials, and books.

If I withdraw my child, what must I do?
District laptops remain the property of the district. If your child is officially withdrawn from school or is absent (Unexcused) for 10 days in a row, you must return the laptop, charger and laptop bag to Penn Manor School District. If the laptop and accessories are not returned, district administration will contact appropriate law enforcement authorities to recover the device.

Are students and families responsible for the laptop?
Yes. We trust that our students and parents will act responsibly and maturely with such important personal learning devices. Students will be responsible for the care, security, and safety of the laptops while offsite.

Schools that have implemented successful 1:1 programs typically report a deep sense of student technology ownership and stewardship. The same level of care, respect, and ownership is difficult to develop when laptops intermittently visit classrooms via shared laptop carts.

What if the laptop is damaged?
We ask our students to treat the laptop with care and respect. Unlike similar programs in neighboring school districts, parents are not required to pay a yearly fee for the use of the laptop. However, students and parents will be held accountable and billed for damage or loss of the laptop both on and off school grounds.

All physical damage to the laptop must be reported to your child's teachers no later than the next school day. The district will arrange for repair and a loaner laptop, as needed. The parent/student is responsible for all accidental damages to district-issued laptops and subject to a cost of repair or replacement of up to $100 for the first incident of damage. For the second incident of damage, costs/charges will be up to but not exceed $200. The third incident of damage will incur charges of up to $300 or the full cost of the laptop.

The fee structure does not apply to purposeful damage. Parents will be financially accountable for **all** repair/replacement costs due to willful and intentional damage to district laptops. Note that these charges could be up to $375 or more.

What if the laptop is stolen?
Immediately contact the school principal and your child's teachers. In cases of legitimate theft, students and parents must report the theft to the police and provide a police report. Loss and theft that occurs off-campus will be the responsibility of the student and parent.

Will the laptop be used every day?
We ask students to be prepared with traditional supplies such as pencils and paper; a charged and ready laptop is no different. Laptops are to be carried in the district issued case to and from school.

Will the laptop go home with students over the summer?
No. Elementary and middle school laptops are collected at the end of the school year for service, upgrades, and maintenance. Students will receive the same laptop at the start of the next school year.

Will the district offer Q&A sessions?
Yes. We have been answering parent questions at scheduled building PTO meetings. You may also contact your building principal or classroom teacher for more information.

Where are the laptop policy documents and parent agreements?
Click here: https://technology.pennmanor.net/11-laptop-program/.

Who can I contact if I have additional questions about the 1:1 laptop program?
Contact Charlie Reisinger, Technology Director, at 717.872.9500 x2226, charlie@pennmanor.net. Questions may also be directed to your child's teacher or principal.

Technology Questions ---

What device will students receive?
A Lenovo 11e laptop, a ruggedized device designed for schools. Students will receive a laptop, charger and carrying case. DVD drives are not included.

What operating system will the laptop use?
Student laptops run Ubuntu Linux, a secure, robust, operating system powering devices like Android phones, Chromebooks, and the vast majority of Internet servers and web sites.

Does the district block access to inappropriate websites?
Yes. Student laptops will use the district web-filter both in school and when connected to home or public WiFi. Penn Manor's blocking software helps protect students from obscene material, child pornography and other visual depictions deemed harmful to minors as defined by the federal Children's Internet Protection Act (CIPA). Removal or tampering with the filtering settings is not permitted.

Keep in mind that no blocking technology is 100% effective. *The best filter is a parent or guardian*. We encourage you to talk with your child and be aware of his or her online activities and behaviors. Parents are also welcome to use router-based home filtering services such as Xfinity's Parental Controls.

Will the district provide home Internet access?

No. Students may connect district laptops to home networks or public WiFi. For students without Internet access, Comcast's Internet Essentials program offers broadband Internet for less than $10 a month: http://www.internetessentials.com or via Comcast at 1-855-846-8376. Note: The district does not provide technical support for Internet connectivity off school grounds.

May students load music and photos on the computer?

Students may load music, pictures and other files they have obtained legally and are expected to adhere to all district policies regarding copyright and responsible use. Students cannot back-up their personal music, photos, video or files to district servers unless required to do so as part of an academic project. Penn Manor does not provide tech support for personal student files, music, or photos.

May students install software on the laptops?

The laptops include many preinstalled free and open source software applications. We also encourage students to explore and install free and open source software so long as they adhere to all copyright, legal and licensing requirements. Students have access to the Ubuntu Software Center, an online app marketplace with thousands of useful programs. Students may install Software Center applications for learning purposes. Parents should note that some Software Center programs require a fee. The district is not responsible for programs purchased by students or parents via the Software Center.

May students decorate or customize the laptop or case?

No. Pencil, pen, magic marker writing, stickers, or any other marks may result in a cleaning fee. Students are required to use the district provided case at all times. Note: *The laptop and case should **not** be carried inside a backpack*. Doing so may add pressure and stress to the screen.

What do we do if the laptop is not working correctly?

Students should contact their teacher as soon as possible. If the laptop needs repairs, we will provide a temporary computer while the student laptop is being repaired. District personnel are the only individuals authorized to repair student laptops. Under no circumstances should you or anyone else take the computer to a third party for repair or assistance.