March 11th, 2016

One to One in EICS

On Monday March 7th, 2016 at the PSC Meeting, information was presented to parents about the new province wide initiative called One to One.

Starting September 2016, Elk Island Catholic Schools will be opening the door to students in **grades 4 to 12** giving them the opportunity to bring their own device to school as another tool for learning.

Today's students are already tech leaders. They want to take the technology they use in their daily lives and make it a normal part of their classroom experience. Research tells us that if we reflect this in their learning experiences, we will increase engagement which leads to improved success.

Attached is a variety of resources that have been made available to parents as we as a school division, and province prepare for this new initiative in September.

Chromebook Leasing Agreement with EICS
Elk Island Catholic Schools has created a Chromebook Leasing Program for families that do not wish to send a personal device to school. If you wish to lease a Chromebook for the 2016-2017 school year for your child in Grades 4 to 12, we ask that you log in to your Powerschool parent portal, and under Tech Resources, there is a tab for EICS Chromebook Lease Program that you can fill out and submit. The lease agreement fee is $ 65.00 per year. Once you have opted in, you must contact the school if you wish to cease participating. *For your Powerschool parent portal login information, please contact the school office.*

You can also complete the Chromebook Lease Agreement that is included in this mailout and return to the school office by May 2016.

We will also need you to complete and return the Student User agreement that is included in this mailout.

Please take some time to thoroughly review all of the information provided.

If you have any questions, we invite you to come out to the next PSC meeting on April 13th, 2016 at 6:30 pm in the school library. There will also be a parent information evening at St. Theresa's Catholic School on Monday April 18th at 6:30 pm in the Drama Theatre.

ONE TO ONE IN EICS

Sharing technology from home to school.

Starting September 2016, Elk Island Catholic Schools will be opening the door to students in grades 4 to 12 and giving them the opportunity to bring their own device to school as another tool for learning

WHAT IS ONE-TO-ONE?

One to one means that students bring their own devices to school for educational purposes. In the classroom, students will use devices responsibly, and only with the permission and direction of the teacher or other staff member. Of course, technology alone will not improve learning— when combined with the right instruction from skilled staff, amazing things can happen. The increased use of technology in board classrooms will "power up" student success today, and for the future.

HOW WILL THIS HELP MY CHILD'S LEARNING?

At Elk Island Catholic Schools, we want to inspire success, confidence and hope in each student. As leaders in the use of technology, we encourage creative and innovative learning.

Today's students are already technology leaders. They want to take the technology they use in their daily lives and make it a normal part of their classroom experience. Research tells us that if we reflect this in their learning experiences, we will increase engagement which leads to improved student success.

WILL THE SCHOOLS HAVE DEVICES ON HAND FOR STUDENTS?

We know that not all parents can or want to send their child/teen to school with a device. That's why teachers continue to plan assuming that not every student will bring a personally owned device to school. Technology will not be used every day for every lesson. There is a right time and place.

Devices and other technology are available for students to use at school, and all students will have greater access to technology in their classrooms.

Even four or five devices in a classroom can make a difference. Used collaboratively, technology can transform learning.

WHY IS ONE-TO-ONE SO EFFECTIVE FOR STUDENTS?

- Students are usually experts with the device they have, and customize it to their learning needs.
- Students can use it to learn anytime, anywhere.
- Students can collaborate with their peers after school, about their school work.
- Student-owned devices are typically more up-to-date than those schools provide.
- School-owned devices are expensive and can be hard to sustain.

WHICH DEVICE SHOULD I CHOOSE?

We recommend the Chromebook as the ideal device due to price, battery life, fast startup and usability. Students are welcome to use laptops, iOS and Android tablets and smartphones all accessing our WiFi.

WHAT ARE THE MINIMUM REQUIREMENTS FOR A DEVICE?

A device brought for learning should meet the following requirements:

Internet ready (preferably with the Chrome browser)
Ability to type
Battery life of a full school day (6 hours)
Easily labelled for identification

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Seeing Christ in Everyone

ONE TO ONE IN EICS

#EICS121

WHAT KIND OF APPS SHOULD BE ON OUR DEVICE? ?

Google Apps For Education (GAFE) are the suggested apps that EICS suggests for the one-to-one device. This means that it has the following Google apps:
Google Drive
Gmail
Google Docs
Google Slides
Google Sheets
Google Classroom

IS THERE ANYTHING ELSE YOU RECOMMEND THE DEVICE TO HAVE?

Yes. It is recommended that the device have a minimum screen size of 7 inches as well as a physical keyboard for ease of use.

WE WOULD LIKE TO PARTICIPATE IN THIS INITIATIVE BUT CURRENTLY DO NOT HAVE A DEVICE FOR MY CHILD AND DO NOT WISH TO PURCHASE ONE. WHAT OPTIONS ARE AVAILABLE FOR US?

EICS has a device leasing program in place for those who would like to utilize this option. For a yearly fee, students will receive a Chromebook to use for the school year.

This is considered a personal device and therefore management of the device is the student's responsibility.

AS A PARENT, AM I REQUIRED TO PURCHASE ADDITIONAL SOFTWARE FOR THEIR DEVICE?

Virus protection for PC's is recommended. As well, device location software is not required but is always a good idea. These include: Find my IPhone for Mac; Where's My Droid? on Android devices.

WHERE CAN STUDENTS USE THEIR DEVICE?

Students will be allowed to use their device in the classroom and throughout the school to support their learning and at the discretion of the teacher.

WHAT IF MY CHILD'S DEVICE IS STOLEN OR DAMAGED?

Students bringing their own device to school due so at their own risk, just like any other personal item. The school will not be held responsible if an electronic device or other item is lost, stolen or misplaced.

We suggest that you label the device in some way as to identify it if needed. As well, some devices have a device locator and it is recommended that you enable this feature if possible.

Questions? Contact your local school and also check our Learning Technologies page at www.eics.ab.ca.

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ONE TO ONE
IN EICS

One-To-One Frequently Asked Questions

What devices will be supported?
We recommend the Chromebook as the ideal device due to price, battery life, fast startup and usability. Students are welcome to use laptops, iOS and Android tablets and smartphones all accessing our WiFi.

What are the minimum requirements for a device?
A device brought for learning should meet the following requirements:
★ Internet ready (preferably with the Chrome browser)
★ Ability to type
★ Battery life of a full school day (6 hours)
★ Labelled for identification
★ Google Apps For Education (GAFE) friendly if it's a handheld device. This means it has the following Google apps:
   ○ Google Drive
   ○ Gmail
   ○ Google Docs
   ○ Google Slides
   ○ Google Sheets
   ○ Google Classroom

Is there anything else you recommend the device to have?
Yes. It is recommended that the device have a minimum screen size of 7 inches as well as a physical keyboard for ease of use.

Do you have a partnership with any distributor for us to purchase a device?
Yes! We partnered with *Staples School Tools*. For more information, please contact your school.

My child does not have a device to bring to school. Will they be penalized or miss out on instruction?
No, it's not mandatory that you bring a device to use, even if you do own one. Technology is another tool that students can use that will enhance their learning making it more personalized and authentic.

We would like to participate in this initiative but currently do not have a device for my child and do not wish to purchase one. What options are available for us?

EICS has a device leasing program in place for those who would like to utilize this option. For a yearly fee, students will receive a Chromebook to use for the school year. This is considered a personal device and therefore management of the device is the student's responsibility.

Who is responsible for maintaining the device?

Students are responsible for the management and maintenance of their own device.

As a parent, am I required to add additional software (virus protection, filter, tracking device, etc.) to my child's device?

Virus protection for PC's is recommended . Device location software is not required but is always a good idea.

Will my child be able to charge their device at school during the day?

Students will be expected to bring their device fully charged for the school day. Due to the number of students we expect to participate in the One-To-One initiative, we cannot reasonably expect to provide charging facilities in school for the student devices.

Where can students use their device?

Students will be allowed to use their device in the classroom and throughout the school to support their learning and at the discretion of the teacher.

My child is bringing a device to school for instructional purposes. Will they have access to things they normally do with district equipment?

Your child will have access to any of the web-based software the school currently uses (Google Apps For Education, library search tools, etc).

How will my son's/daughter's device be used in the classroom?

Students will engage in an integrated curriculum, access information and apply it to solve authentic problems. For more information please contact your child's teacher.

What if my child's device is stolen or damaged? What recourse can I take?

Students bringing their own device to school due so at their own risk, just like any other personal item. The school will not be held responsible if an electronic device or other item is lost, stolen or misplaced. We suggest that you label the device in some way as to identify it if needed. As well, some devices have a device locator and it is recommended that you enable this feature if possible.

Is it required that my child use the school wireless network? Can they use their own data service?

For security reasons, students with their own device need to use the POD wireless network. You own your device, but the network you're using belongs to the school and internet access will be filtered.

My child cannot get their device to connect to the network. Can someone from EICS help?

Please keep in mind that it is not the responsibility of EICS staff to troubleshoot individuals devices through the day. However, EICS will provide support for connectivity to the POD network.

My child needs to print the assignment they completed, why is there no printer provided?

Printers are networked differently in the school and may not be available when you log in to the POD network. Some solutions to this is creating and sharing a Google Doc, emailing the document to your teacher, printing it out at home or another computer linked to a printer.

As a student, am I still held accountable for the "Responsible Use Agreement for Technology" I signed even though this is my personal device?

Yes, in order to use your personal device in the learning environment you must have both the *Responsible Use Agreement* and the *One-To-One User Agreement* signed.

EICS One-To-One User Agreement

Purpose:

In order to empower our students to use technology in learning environments that support student-centred, personalized and authentic learning we encourage students to bring their own device to help achieve this learning experience. Students that wish to participate must follow the guidelines listed below as well as follow the Responsible Use Agreement for Technology.

A personally owned device must meet the educational needs of the school and district. The ability for a student to use any form of technology within school is a privilege. If the student doesn't follow the guidelines the student may lose the privilege of using the device and network access may be suspended.

Guidelines:

1. Any student who wishes to use a personally owned electronic device within Elk Island Catholic Schools must:
   a. Read and sign the user agreement form with a parent/guardian
   b. Submit signed agreement to homeroom teacher
2. The student shall take full responsibility for their device and keep it with themselves at all times or locked in a secure location. EICS shall not be liable for the loss, damage, misuse or theft of any personally owned device brought to school.
3. The student is responsible for the proper care of his or her personal device, including any costs to repair, replacement or any modifications needed to use the device at school.
4. Cell phones are not allowed as phones must be placed in airplane mode (this means phones calls and text messages cannot be sent, or received). Students must access the school WiFi network. Alternate WiFi or cellular access will not be allowed.
5. The student must comply with a staff request to shutdown the device or put the screen to sleep.
6. Personal devices shall be charged prior to bringing them to school and shall be capable of running off their own battery while at school.
7. The student may not use the device to record, transmit or post photos or video of a person or persons on campus without the express permission of a teacher and filmed subject.
8. The student should have working knowledge of their personally owned device prior to bringing it into the learning environment. EICS staff will not be responsible for troubleshooting student owned devices.
9. The school reserves the right to inspect a student's personal device if there is reason to believe that the student has violated Board policies, Administrative Procedures, school rules or has engaged in other misconduct while using this device. Appropriate action will be taken if illegal or inappropriate content is found.
10. Violation of any EICS School Board policies, Administrative Procedures, Responsible Use Agreement, this user agreement or school rules involving a student's personally owned device may result in the loss of use of the device in school and/or disciplinary action.

As a student, I understand and will abide by the above guidelines and expectations of this agreement.

_____   _____

Student Signature   Date

_____   _____

Parent signature   Device Serial Number

Student Chromebook Lease Agreement

This Agreement is between Elk Island Catholic Separate Regional Division No. 41 and the undersigned student and parent. The terms of this Agreement will commence on the receipt date of the Chromebook. This agreement is part of the One-To-One Initiative which allows students from Grades 4 to 12 to bring their own personal device.

Elk Island Catholic Schools believes in effective and innovative use of technology to support student learning. It is a privilege to use these services and this privilege can be retained through responsible use. Technology will be used in the classroom at the discretion of the teachers. Teachers will use technology in their classroom in accordance with when they feel it best fits the curriculum.

By signing this, you hereby accept the following terms and conditions:

Under this Agreement the Division will:
- Provide a Chromebook and charging cord for the student's sole use from September 1, 2016 to June 28, 2017.
- Set up the Chromebook to enable the student to connect to and make effective use of the Division's Personally Owned Device network and electronic resources.
- Have an expectation that the student will abide by the One-To-One User Agreement and Responsible Use Agreement, which includes the student managing and charging this device.

Under this Agreement student and parent will:
- Use the Chromebook for the purposes it was provided and abide by the One-To-One User Agreement and Responsible Use Agreement and be responsible for all use of the device including use by other users of the Chromebook.
- Provide suitable care and security of the Chromebook at all times and immediately report any damage or loss of the Chromebook to the school.
- Notify the school if there are any technical problems with the Chromebook.
- Cover the cost of repair or replacement of the Chromebook when the damage or loss has been a result of their own negligence.
- Return of the Chromebook and charging cord to the school on June 28th, 2017 or on the student's last instructional day at the school, whichever comes first. .
- Return the Chromebook in the same condition it was provided, which includes not applying any permanent marks, decorations, or making any modifications to the Chromebook.
- Pay the applicable fee of $65.00 (fee is eligible for waiver under the Division's Fee Waiver Program). This fee shall not be prorated for early return of the Chromebook.

Acceptance of Conditions

By signing below, I accept the conditions as outlined in the Chromebook Agreement and have reviewed this document with my child, for provision of a Chromebook provided by Elk Island Separate Regional Division No. 41 and understand that non-compliance with this agreement may result in the revocation of the Chromebook.

Parent signature_____Date_____.

Dear Parent/Guardian,

On behalf of Staples – Sherwood Park, Fort Saskatchewan, Camrose and the Elk Island Catholic Schools (EICS), we are pleased to advise you that Staples School Tools has been selected to partner with the school division for the new **One-to-One** Device program. Staples School Tools, and the recommended Acer Chromebook device and accompanying items, have been approved by the Elk Island Catholic Schools.

The value of having the right partnership to deliver high quality products and customer service is important to the school division. We are proud to have been chosen to provide the total solution to you.

The Staples School Tools **One-to-One** solution offers;

- recommended hardware, designed specifically and can be utilized for Educational applications;
    - **Acer Chromebook (product specifications attached)**
- Staples 4-Year Educational EasyCare Replacement including Accidental Plan program offering replacement guarantees for all defective units, including units accidentally damaged
- Defective items may be exchanged upon presentation of your payment confirmation and Staples EasyCare Replacement Plan documentation.
- Competitive pricing and exclusive EICS package pricing
- Purchase in store (To ensure guaranteed Availability, the Acer Chromebook is available for Pre-Order now)
- Several kit options to offer choices to all families
- Hardware tutorials for students and parents in a group setting
- Individualized hardware tutorials at minimal cost
- Air Miles for purchases paid in store
- Staples Coupon for $25 off a $75 purchase in store
- A special offer from Tutor Doctor on tutoring services
- Available financing on approved credit

At this time, we strongly recommend that you come to our Staples – Sherwood Park, Fort Saskatchewan, and Camrose locations to allow us to give you personal service from our highly trained associates.

Please see a Manager or Supervisor in one of the locations above and they will be happy to process your order and provide you with any additional information you require.

For inquiries or to book an appointment, please e-mail us at staplesschooltools@gmail.com

To ensure guaranteed Availability, the Acer Chromebook is available for Pre-Order now. You will be contacted individually as soon as your Chromebook arrives.

* The Prices below are before applicable taxes, i.e. GST

Recommended Device	Acer Chromebook (11-inch): $259.99 • Please see attached specifications
Acer Chromebook (11-inch) Package #1	Acer Chromebook, 4-year Replacement Plan including Accidental (details in store) - $358.99
Acer Chromebook (11-inch) Package #2	Acer Chromebook, 4-year Replacement Plan including Accidental, 16GB USB, Wireless Mouse, Tech Binder - $419.92
Tablets	Guaranteed Lowest Current Price - minimum requirements of the Device are: can access the Internet, can run for minimum 6 hours on battery, can access and run Google Apps, screen size recommendation is at least 7 inches, and has either a Digital On-Screen or Physical Keyboard
Tablets Package	Guaranteed Lowest Current Price and/or 4-year Replacement Plan including Accidental - $99, Liquid Armour, Wireless Keyboard - $50, Tech Binder (up to 11-inches) - $29.99

STAPLES ITEM NUMBER: 2093707

ACER CHROMEBOOK (11-inch)

Price: $259.99

- Processor - Intel Celeron N2840 Processor
- Operating System - Chrome OS
- Display - 11.6" Screen
- Memory (RAM) - 4GB DDR3
- Storage - 16GB eMMC
- Webcam - 1280 x 720 resolution
- Connectivity - WLAN (802.11ac/a/b/g/n)
- Bluetooth
- Graphics - Intel HD Graphics
- Audio - Stereo speakers, Microphone
- Input and Control - TouchPad, Keyboard
- Ports: SD Card reader, USB 3.0 port, USB 2.0 port, HDMI port, 3.5 mm headphone/speaker jack
- Dimensions - 299 (W) x 202 (D) x 18.65 (H) mm
- Case colour - White
- Weight: 1.1 kg (2.43 lbs.) with battery
- Power Supply and Battery: AC adapter, Battery Pack with a life up to 8.5 hours

Tools to help assist with the Learning and Technology Policy Framework:

Videos: This is a list of 7 videos that Inspiring Education put together to help support, explain and share ideas regarding the LTPF

https://www.youtube.com/playlist?list=PL2OfshrG2x_FFDxH7zCe0NLUW-Imwc9C5

Quick Guide: https://education.alberta.ca/media/1045/ltpf-quick-guide-web.pdf

What do parents need to know:
http://erlc.ca/resources/resources/learning_guides_for_parents/documents/learning-and-technology-policy-framework-parent-guide.pdf

What does a school staff need to know:
http://erlc.ca/resources/resources/administrators_learning_guides/documents/learning-and-technology-policy-framework-learing-guide.pdf

Toolkit: http://galileo.org/wp-content/uploads/2014/02/LTPF-Toolkit-2014-pdf.pdf

LTPF FAQ'S:
https://education.alberta.ca/learning-with-technology/overview/everyone/questions-you-might-have/

Supporting Diverse Needs: http://www.learningtechnologiesab.com/