

## ***EMS BYOD Pilot--Frequently Asked Questions***

### **How will EMS handle inappropriate use of, damaged, or lost devices by students?**

Device security is a common concern of parents nation-wide as schools embark on BYOD initiatives. Our research shows, however, that with proper measures in place, theft rarely occurs. As with other personal devices, laptops and tablets will be the responsibility of the individual student. We realize that theft or loss is of great concern to parents, and we plan to have several procedures in place address these concerns. We will be going over these procedures at parent nights and student information meetings.

#### LOST DEVICES

We will require that all devices brought to school through our BYOD initiative be registered with us. This will help us track a device should it turn up missing. All students have personal lockers to store their devices. Students are responsible for monitoring and caring for personal devices when either inside or outside of the building (e.g. field trips, sporting events, etc.). EMS is not responsible for the care or storage of personal technology. Personal devices should be locked in a secure location when not in use. District 20, Eagleview Middle School, and individual staff members cannot be responsible for loss, theft, or damage to PEDs if brought to school. Students and parents are encouraged to label PEDs with student names and record serial numbers.

Both the D20 Acceptable Use Policy and the EMS Acceptable Use Procedure call for “allowing the District to label the device to identify the owner and show that the device passes network minimum requirement specifications.” We plan to place a small barcode on all student personal devices brought to school and track them in a database. We will record ownership, serial numbers, and that the device passes minimum requirements, including having current antivirus software installed.

We encourage parents to consider third party insurance on student devices. A link to a provider can be found on our BYOD webpage. Parents are also encouraged to install applications which can help locate laptops and tablets when they are not in the owner’s possession. These applications help to discourage theft.

#### DAMAGED DEVICES

All participating students are advised to protect their devices with an appropriate cover and case. Our agreement includes the disclaimer, *“I understand that if my device is damaged or stolen while on District property I will not hold the District liable for the replacement or repair of my device.”*

#### INAPPROPRIATE USE OF DEVICES

EMS students are taught appropriate use of personal devices in the classroom. Classroom teachers have full discretion of when and how students may use devices in their classrooms. We currently follow a progressive disciplinary action plan based on the level of offense against our policy. We do not intend to make new changes and will continue to follow our traditional discipline plan. Teachers will not confiscate students’ devices. Instead, students will be asked to put the device away, turn the device off, etc. Should a device even need to be confiscated, our School Resource Officer will collect and store the device until parents can retrieve it.

### **What type of Tech Support will be available?**

EMS Tech Team and teachers will not be responsible for tech support and troubleshooting of personal student devices. We will help students connect to our wireless network. We will offer a number of helpful resources on our BYOD webpage. Teachers may choose to help with basic troubleshooting skills. We also hope to involve a student tech team and a tech team of parent volunteers to offer demonstrations and light support. This support will be limited to certain frequent support needs, and It will be made clear that they will not be responsible for any damage should a student opt to use their assistance.

### **How do you plan to handle equity of access to devices for students in the Pilot program?**

By advertising our participation in the D20 BYOD Pilot starting in May 2015, we hope to give parents ample time to secure an appropriate device by January 2016. On our BYOD website, we have provided links to resources that offer student discounts on devices. We encourage parents to watch for sales from local merchants as well. We do anticipate a need for providing devices to some students who qualify for financial assistance. Students who are eligible for free or reduced lunch, will be able to apply for the loan of a district-owned device such as a netbook that the student may checkout for the semester and be allowed to take home. In such cases, a borrower agreement will need to be signed by students and parents. We will have a limited number of these devices available for students who qualify.

### **Will I need to purchase software in addition to a device?**

No. Although we do list some software applications as suggestions, student assignments will be able to be completed through free Google Apps included with your student's ASD20's Google account. These include applications such as Google Docs, Sheets, Forms, Slides, and Classroom. Teachers may also suggest free Apps to download.

### **Can I donate some devices (tax-deductible donation)?**

Absolutely! If you have some devices that meet our minimum requirements that you are no longer using, we would love to add them to our set that is available to students in need. Please share our need for devices with your employer and other community groups.

### **How will you assure that students are good digital citizens?**

At EMS, digital citizenship lessons are an ongoing component of Eagle Time lessons at all three grade levels. Teachers teach a new lesson on digital citizenship each quarter, differentiated by grade level (12 lessons total). At EMS, we use the digital citizenship lessons from [Common Sense Media](#). Topics of these lessons include social networking, cyber bullying, Internet ethics, Internet safety, privacy and security, digital footprints, creative credit and copyright, and information literacy.

Information literacy is a big part of digital citizenship, and at EMS all teams complete three to four grade level-specific lessons on acquiring information literacy skills in the Library Media Technology Center (LMTC) with our Teacher Librarian. These lessons include topics such as strategic searching, website evaluation, citing sources, using subscription databases, plagiarism and copyright.

In addition to the formal lessons, teachers and staff model good digital citizenship practices in their classrooms and include class discussion when applicable. Students collaborate with each other on various projects in many different subject areas on a regular basis. Our teachers have found many authentic audiences for students' content through the use of blogs, wikis, websites and ePals.

As part of the BYOD initiative, participating students and their parents will attend an initial session as part of registration that will cover Internet safety, privacy and security, and managing digital footprints.

## **Why do you want to pilot BYOD at EMS? What is your vision?**

We believe that immediate and continuous access to technology provides opportunities to take classroom learning to a whole new level, one that can be personalized and engaging to create independent critical thinkers. We recognize the power of technology tools to support 21st century learning and create an environment that focuses on the "Four Cs" of 21st century education: communication, creativity, critical thinking, and collaboration. Maximizing these skills will better prepare our students for college and careers. To do this best, and truly transform learning, we need to have on-demand access to technology. Our current model of limited and time-restricted access to a computer lab or mobile lab is not allowing this transformation in classrooms to happen as much as teachers would like.

During PD sessions last school year, our staff had the opportunity to explore the Technology Integration Matrix. Teachers were able to view model lessons at various levels on the matrix and self-assess their current place in the matrix. Many teachers shared that what was keeping them back from some of the more transformational levels is the lack of consistent use of technology.

Personalized Learning fits naturally with our school mission statement: *Eagleview Middle School, in partnership with our community, is a safe culture based on trust, that provides challenging, innovative, and engaging educational experiences, while meeting the unique learning needs of all students and empowering students to succeed with integrity in a diverse and global society.*

The idea of leveraging the power of personal devices for personalized learning is not new to EMS. We have been working toward adopting a BYOD initiative for quite a while. In fact, when our Site Plan Committee met during the 2013-2014 school year, they included piloting BYOD as an action step in our new EMS Site Plan.

**Tactic 3:** *We, the EMS community, will engage each student in the development of skills and relationships necessary for success and satisfaction for problem solving, leading in and contributing to the dynamic global community.*

**Action Plan 1:** *Address tech obstacles moving ahead to balance assessment demands and impact on instruction.*

*Several of the Next Steps under this action plan mention BYOD, community involvement and support, parent communication, and professional development.*

Because students will be working with their own personal and customized device, research shows they will be more engaged, take more ownership of their learning, and be able to use and develop their own personal learning preferences. As these preferences and strengths develop, and with good professional development, we can move classrooms to a more blended learning style incorporating elements of student choice through the following stages:

Stage One is teacher-centered with learner voice and choice.

Stage Two is learner-centered where teacher and learner co-design lessons and environment.

Stage Three is learner-driven with teacher and learner partners in learning.

With robust professional development, teachers can learn to shift to a more facilitator role as students take more ownership of their learning and share what they have learned using integrated tech tools. Our end goal would be to provide more learning opportunities where students have some choice in time, place, path, and pace.

21st century learning is connected, mobile, and on-demand. As teachers strive to prepare students for their future, BYOD replicates a technology-rich environment that is already common in higher education and business.

### Benefits

The flexibility of personalized devices supports different learners with different needs, helping students to identify skills that will make them life-long learners. With more engaged and motivated students, BYOD has the potential to positively affect educational outcomes.

## **If students will be using their laptops in class, how will they keep their battery charged?**

As long as your student's laptop battery lasts at least 4 hours, we are confident that will be sufficient to last through the school day. Not all classes will use the laptops every day or for the full class period. Students will be required to charge their devices at home each night.

We will have some access to power and recharging stations in the classrooms, and possibly in central locations such as the LMTC and Café. Students may also bring portable power packs to help sustain their devices' power. These are fairly inexpensive to purchase and take little room in backpacks.

## **Why are you starting with 8<sup>th</sup> grade students?**

Our reasons for this were many. We feel our 8th grade teachers have been integrating technology into their teaching the most frequently. They have the benefit of having experimented with several collaboration tools, productivity tools, and production products. With age comes maturity, and our 8th grade students are the most tech savvy and the most responsible and we feel they will have a basic knowledge of troubleshooting and be more responsible with keeping track of their devices. Having been

together for a couple of years, we also feel they will feel more secure and confident with collaborative projects. Even more important, we already have a relationship established with our future 8th grade students and their parents as they currently attend EMS. We have communication procedures in place as well as contact information.

Another important factor is that our EMS students feed into Air Academy High School, which has already announced its plans to implement BYOD with its incoming Freshman class. By having our 8th grade students participate in BYOD at EMS, we can help our students prepare for high school expectations and help support our feeder high school. Devices purchased for 8th graders will carry with those students into high school, and students will benefit from having some experience using their own personal devices in a BYOD classroom environment.