



Frequently Asked Questions: One2One Program

What do Students need to do before receiving their Laptop?

Students will have to sign the required One2One paperwork. Students are encouraged to review the One2One handbook available on the AA Website. Students will also attend training sessions the first week of school.

What do Parents need to do before the Student can receive their Laptop?

Parents are required to sign the required paperwork during Registration. Parents are encouraged to review the One2One handbook available on the AA Website.

When will the Laptops be distributed and Laptop Basics reviewed with the students?

Laptops, cases, and power cords will be distributed the first day of school to all students. Students will receive training from the IT Department the first week of school and ongoing throughout the school year.

How will kids identify their Laptop?

A label with the student's name will be attached to the lid of the laptop case. An identification card, including student name and school information, will be inserted into the pocket of the laptop case. Students are not permitted to put any stickers or other permanent markings on the laptops or cases.

What software will be included on the Laptop?

The laptops will run Windows 10. The laptops will have Microsoft Office, Anti-Virus, and other approved AA Software. Students will NOT be allowed to install unapproved software (music, games, etc) on the laptop.

Will students be allowed to take their Laptop home?

Yes. Students are expected to take their laptops home with them every night and charge them. It is a requirement that laptops come to school every day fully charged. Power cords are not allowed at school and should stay at home.

How should the Laptop be stored and care for?

Laptops should NEVER be taken out of their case. Students should properly handle and carry the laptop based on the discussion during laptop distribution and guidelines in the One2One handbook. Students can use a soft cloth to clean the screen and keyboard.

Can my child configure or personalize the laptop in any way?

No, students may not attach anything permanent to the laptop or case. They may also not write or draw on the case. Students will NOT have the ability to install software. Students will have access to install home printers if needed. The One2One laptop should be considered the student's "work" computer and should not be used for personal or entertainment purposes.

What happens if a student comes to school with the battery not charged?

There are multiple charging closets with power cords at each campus. If a student neglects to charge the laptop at home or is running low on battery during the day, the student can plug their laptop in one of the charging closets. This is available on a first-come, first-serve basis. There may be times when all power cords are in use and no spots are available. We encourage students to monitor their battery status throughout the day and plug in when the computer will not be used (specials, lunch, etc.).

The American Academy IT Department has a "battery bank" of fully charged batteries that can be used with the laptop model X131e. *The following grades have this model -MOTSENBOCKER 8th grade.*

Students will be allowed to check out a fully charged battery from the battery bank **three (3) times per trimester**. After the 3rd time in a trimester, the student will NOT be given a loaner battery and can place the computer in the charging closet as an alternative. The student may be imposed a consequence by the teacher if the computer was required and their computer was not charged and functioning for class. It is important to note that the computer is a required classroom supply! Loaner batteries will be distributed at the discretion of the IT Department.

The 11e model and cannot use a battery from the battery bank since this model has a sealed internal battery that cannot be removed or swapped out. *The following grades have this model - CP 5th, 6th, 7th, and 8th grade / MOTSENBOCKER 5th, 6th, and 7th grade.* It is VERY important that the students who possess this model laptop come to school every day with a fully charged battery. Their only option will be to plug their laptops into the charging closet.

Where will the students store their laptops during the school day?

If the laptop is not required for a class, the laptop should be left in their locker (6 - 8 graders). Otherwise, the laptop should be carried with them to all classes. Fifth graders will receive instruction from their teachers in regards to storing their laptops in the classrooms.

Is there insurance or warranty for the Laptop?

American Academy has insurance coverage on school property that covers loss or theft of the laptops. However, if, in the determination of state insurance officials, a student or parent is guilty of negligence regarding the loss or theft of the laptop, the insurance coverage will not apply. American Academy purchased a warranty with each laptop that covers repair/replacement caused by manufacturer defect.

What is my family's responsibility for loss or breakage to the laptop?

Repair fees will be charged for damaged laptops, chargers, batteries, and carrying cases not covered by the warranty, student abuse, or neglect. The parent or guardian will be responsible for compensating the school for any losses, costs, or damages which are not covered by the warranty or the property insurance coverage, possibly including the laptop's full replacement cost.

What should we do if the laptop is damaged, lost, or stolen?

Students with damaged laptops who fail to report the damage may be subject to additional fines and disciplinary action. Incidents of theft occurring off campus must be reported to the police by the parent or student, and a copy of the police report must be brought to the school within 48 hours to be given to the school principal. Any theft occurring on school grounds must be immediately reported to the school principal or IT department.

What are the school's disciplinary consequences for inappropriate use?

Consequences for non-compliance with the policies and procedures include disciplinary actions and financial responsibilities. Any failure to comply may immediately end the student's right to access the laptop. The student will also be subject to disciplinary action as set out in the Student Code of Conduct. American Academy cooperates fully with local, state, and federal law enforcement for computer crimes recognized under Colorado state laws. **The Principal has the discretion to permanently confiscate the laptop from the student at any time.**

What is my family's responsibility in monitoring what my child does on the laptop at home?

Internet content filtering and monitoring will be provided by American Academy while the student is at school. Parental supervision is strongly recommended while the student uses the laptop at home since American Academy cannot filter or monitor internet use on home networks. Parents should ensure their child understands and adheres to laptop and Internet policies and guidelines set forth in the American Academy One2One Handbook.

Will students have email or other accounts?

Students will be given an American Academy email address that they will use to communicate with teachers and other students. The AA email is "school use" only and cannot be used to send or receive email from external email addresses. Students are also given an Infinite Campus account that they use to manage assignments and grades.

How can I access or view my child's digital work?

As a parent, you have the right to view any of your child's digital work. If your child will not provide you with their password to access the laptop, please contact the IT Department immediately and we will provide you with your child's password.

Will tech support be provided at school and at home?

Technical support is available during school hours from 8am-3:30pm. If a student has a technical problem, the student should email the IT Department at IT@AAK8.ORG. All repairs will be performed or managed by IT Department. Parents, guardians, students, or teachers are not allowed to attempt repairs themselves or contract with any other individual or business to repair any school-owned computer equipment. Every effort will be made to repair or replace the laptop in a timely fashion.