

miDevice Checklist (formerly BYOD)

1. Is the Principal on board?
2. Are your teachers on board?
3. Are your parents on board?
4. Is your network infrastructure in place?
5. Do you have a user agreement from parent/student?
6. Do you have enough electrical outlets to handle potential recharge issues?
7. How will you handle security issues? (teachers lock classrooms, etc.)
8. How will your school handle potential discipline issues?
9. Do you need Smart VE licenses? How many?

Once questions above have been answered, here is a layout of how get started:

Step 1: Introduce this to your parents. Whether it be via school newsletter, open house, or School Messenger system, let your parents know how their child can get involved. Parents need to know why their child will be using a device in class and the educational benefit they will gain from BYOD.

Step 2: While introducing this to parents, schedule training for your teachers. Training would include showing classroom teachers the basics of helping a student get on the Discovery Network and how to set up the student email on the device. Other items would be using the Smart VE software and showing teachers resources they can use. The teachers must have an understanding of how/why they will use devices in their classrooms.

Step 3: Give the parents the opportunity to come by the school over the course of a day to meet with your TST and/or TRT to answer questions of their concern. At this time, parents may sign the user agreement paperwork that will give their child permission to participate.

Step 4: Tell the students to bring their devices to school and get them started!!

Listed below are some suggestions for your parent/student agreement (this can be an addendum to the MCPSS Fair Use Policy):

1. (Your School's Name), Mobile County Public School System nor their representatives are responsible for the replacement, repair of lost, misplaced, damaged or destroyed devices.
2. Students are expected to take full responsibility for the devices' care, including ensuring that the device is fully charged before the school day.
3. Within reason, teachers will securely lock the classroom door when leaving for other classes such as labs, P.E., lunch, or restroom breaks.
4. Participation is strictly optional and students will still have access to the technology equipment available here at our school as well as access to all of the websites used in class from home.
5. Students should not "share" technology devices with one another.
6. Parents should label their child's device with their name and contact information.