



## PENN MANOR HIGH SCHOOL

P.O. Box 1001 • Millersville, PA 17551-0301

Phone 717.872.9520 • Fax 717.872.0934

[www.pennmanor.net](http://www.pennmanor.net)

An Equal Opportunity Employer

Philip B. Gale  
Principal

December 3, 2010

Dear Parent or Guardian:

Technology has become an essential part of the students' education at Penn Manor High School. Three years ago the school participated in The Classrooms for the Future Grant that was funded by the state of Pennsylvania. Through this grant and additional district funds, approximately 600 laptops and 35 interactive whiteboards were brought into use by teachers and students on a daily occurrence. While this has provided us with the opportunity to use technology as a learning tool, we realize that many students have their own mobile computing devices that they may be more apt to using.

In the past, the use of cell phones or student owned laptops was forbidden during the school day. With many students owning mobile computing devices and frequently using these devices for their school work at home, the district has recognized the need to allow students to utilize their own technology at school. For this reason, a filtered Internet connection will be provided for students to use. Students and parents need to be aware of several rules and requirements before a device is brought to school:

- The student is **solely** responsible for any equipment that he/she brings to school. The Penn Manor School District is not liable for lost, stolen, or damaged equipment.
- Student use of personal electronic devices is still prohibited during the school day unless a teacher or school administrator grants permission.
- The use of any electronic or Internet-ready capable device is to be used solely for educational purposes. Any device being used for non-educational use will be subject to the disciplinary policies outlined in the student handbook.
- Penn Manor School District does **not** install any software or user accounts on student computers. Additionally, Penn Manor School District is not responsible for software or hardware malfunctions. Students are responsible for securing their devices and making sure that they have up to date anti-virus software installed.

Thank you for your support as we continue to prepare student for life after high school.

Sincerely,

A handwritten signature in black ink, appearing to read "Philip B. Gale", written over a horizontal line.

Philip B. Gale  
Principal

Krista L. Cox  
Assistant Principal

Jason D'Amico  
Assistant Principal

Douglas C. Eby  
Dean of Students

Eric J. Howe  
Dean of Students