



## **Donation/Grant Involving Technology**

We are so excited and proud of the number of donations and grants that have been applied for and funded. What a big help to so many classrooms and students!

All donations/grants to Enid Public Schools must get Board of Education/Principal approval as the items will become District Property, reference [Board Policy CDC](#). Teachers should determine their project, if involving technology, contact the Technology Department and work through the details to ensure the project is complete. After the Technology Department approval, teachers will get the project approved by their building administrator by using the EPS Donation/Grant Form. Building administrators will need to ensure that it is included in their initial activity form for approval through Central Office or file an addendum. Once the project is approved by the principal, the teacher may move forward with their donation/grants process.

Teachers have asked specific questions about technology and we have gathered a few suggestions and guidelines to help those of you who may be considering requesting technology. Following these suggestions will ensure any technology you order will fit seamlessly into our current technology plan—and it will make sure things can be installed and maintained easily.

We have included:

- Order THESE! (a list of items that should be approved when requesting)
- Avoid THESE (items to avoid because they may not be needed)
- WARNING (Please do not order these, as they often have hidden costs)

Several teachers have ordered items not realizing they needed additional site licenses (this has a cost) or we have found other challenges when items are ordered outside our approval list.

A couple of examples:

A school staff member would put together a project for digital signage to display student success. Items needed are the tv and mounting brackets. What the department would suggest and recommend for the project is the ideal location which includes power, certain mounting requirements, a certain type of tv (a commercial tv that can run all day is recommended.) We would discuss with you how it would be used, so we could then recommend the correct equipment to display what you are wanting.

A teacher is wanting additional iPads for the classroom. Apple has specific requirements that all iPads using our management system must be purchased from Apple through our school account to connect the serial numbers. The process should be to get the grant/donor to give the funds to the district in order for this to happen. Since DonorsChoose purchases these iPads directly from Apple, we cannot accept their iPads.



**ORDER THESE: Should be approved and even recommended items:**

- Accessories for iPads – styluses
- [3D Printers](#) - Makerbot -
- Headphones -
  - [Elementary](#) - Hamilton Buhl SchoolMate Deluxe Kids KIDS-SC7V - headphones Mfg. Part: SC-7V | CDW Part: 3386274 | UNSPSC: 52161514
  - [Headphones with microphone](#) - Califone 4100-USB - headset Mfg. Part: 4100-USB | CDW Part: 1311606 | UNSPSC: 43191609
- Microphones
- Listening Centers - Califone
- Document Cameras
- [Osmos](#) to use with your classroom iPads
- [Ozbots](#)
- [Spero](#)
- [Robot Turtles](#) to learn how to code
- [Makey Makey kits](#)

**AVOID these: Not recommended**

iPad cases - Devices are updated at random and the current case may not fit the new device.

Earbuds - consumable, shorter life span (recommend headphones)

**WARNING: DO NOT do this!**

Items listed below **will not** be allowed through DonorsChoose.org.

Items below, if approved through the Technology Department, will only be allowed if purchased through a Donation/Grant where funds are given to the district and items are purchased by the Technology Department.

- Apple Products - iPods, iPads, iTouch
- Chromebooks
- Laptops/Netbooks
- Desktops
- Tablets - including Nooks, Amazon Fires
- Interactive Whiteboards or Tables (SMART)
- Projectors

Please contact the District Technology Purchasing Agent, for approval of projects.

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