

Danville Local School District Technology Take Home Agreement and Student Electronic Device Agreement



Danville Local School District (the district) has provided you with an electronic device.

The device remains district property and requires that you and your parent/guardian sign this letter of agreement before a device is issued to you. You will not be responsible for normal wear and usage, however, you will be responsible for the full replacement cost due to damage, loss, or proven theft. Mysterious disappearance of the device is not covered by the district's property policy and therefore would be your financial responsibility. You may pay up to \$200 to offset any replacement or repair costs, These will be determined when inspected by the Technology Director. Devices are not be repaired outside service providers.

Examples of abuse, misuse, or neglect include, but are not limited to:

- Not handling devices with care (including dropping, throwing, bumping or treating in a manner that can cause damage or dropped heavy objects on top of the device).
- Removing the hardware components (taking apart).
- Exposing device and drives to magnets.
- Exposing device to extreme temperature changes (by possibly leaving the device in your vehicle).
- Getting the device wet or exposing it to water (by possibly getting food and drinks on device).
- Exposing device to excessive dust and dirt.
- Leaving items on the keyboard when closing the device.
- Allowing the device to be used with unsupervised children and pets.
- Not ensuring that the device is secure from theft at all times.

Other procedures to be followed:

- Clean the exterior periodically (when the device is turned off).
- Lightly clean keyboard, do not use harsh cleaners (ammonia, bleach, etc.).
- Spray cleaner (Windex/window cleaner) on a rag first, not directly onto the machine.

Electronic devices will often include a camera that will permit the student and teacher to see a video of each other in order to allow the student to better communicate with the student's teacher through Schoology or any other chat platforms. These communications may be recorded at the discretion of Danville staff for school use.

From time to time, the District has and will adopt policies, regulations, rules, guidelines and other guidance regarding a student's use of electronic devices. The student and parent/guardian, by signing this agreement, affirm that the student and parent/guardian have had an opportunity to study the district's current technology use materials (Student Code of Conduct) and have had an opportunity to ask any questions related to such materials. The student and parent/guardian acknowledge that the student has received training regarding the use of electronic devices and access to the Internet. The student and parent/guardian also acknowledge that, because the district does not currently have the technological ability to limit the use of such equipment for educational purposes, there are certain risks of misuse of the equipment, and this Agreement imposes additional responsibilities on the student and parent/guardian to protect against such misuse.

In the event of a loss:

- If this District device is lost or stolen while assigned to me, I will immediately notify the district. I also agree to work with District staff to notify the police, concerning the stolen property.
- I understand that I am responsible for the full replacement cost if there is damage, loss, or theft and will reimburse the District for the loss within 30 business days.
- I may choose to file a claim under my personal homeowner or auto insurance coverage to reimburse the district or I will reimburse the District directly for the loss within 30 business days.

- I understand the replacement costs for this District device will be determined by the District Technology Director.

Student Commitments:

By signing, the student agrees to comply with all requirements of the district's technology use materials, including without limitation requirements that:

1. The student must use the device only for district educational purposes.
2. The student must take reasonable steps to protect the device from damage.
3. The student will not allow others to use this device and will take precautions to assure that others do not use this device.
4. The student will not access any Internet materials using this device, other than materials necessary for educational purposes that comply with the district's technology use materials.
5. The student must promptly report any misuse of this device to the district.
6. The student hereby releases the district from any liability or other responsibility with regard to his or her use or
7. misuse of this device. Unless otherwise expressly provided by the District in writing, not less often than each calendar quarter, the student must bring this device to a location directed by the district for inspection regarding compliance with this Agreement.

Student Electronic Device Agreement

- I will not mar or mark the device with ink or other substances (no stickers).
- I will not bypass a filter or install apps to bypass security features (Securly).
- I will not change the standard configuration of the device and will not install non-district owned software, games, etc.
- I will not loan this device to anyone including other students and/or family members.
- I agree to comply with the Board of Education policies, regulation, and procedures, including any user agreement when using this device.
- I will not conduct personal business activities on school computer.
- I will not access or store pornographic or obscene materials on this device.
- I will only use my assigned device in my educational pursuits in the District.
- I will report any malfunction to the district as soon as there is a problem.
- Should I no longer be a student in my school, I understand this device is the property of Danville Local Schools, and I will return it to the district when instructed by the district.
- This device is subject to inspection at any time, including without prior notice.

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Help Desk Hours

Monday - Friday • 9:00am - 2:00pm

740-599-6116 Ext. 4305

or E-Mail techhelp@danvilleschools.org

If you call and there is no answer, please leave your name and number we will contact you as soon as possible.

Parent/Guardian Commitments:

The undersigned person is a parent or guardian of the student referenced herein. By signing this agreement, the parent/guardian hereby expressly acknowledges that, although the district makes efforts to block inappropriate use of district technology equipment, there is no certainty that such efforts will always be effective. Accordingly, as a condition of permitting the student to utilize this electronic device, the parent/guardian agrees to meet certain requirements with respect to such usage as outlined.

1. I, the undersigned parent/guardian, will explain to the student the requirements of the district technology use materials to the best of my ability, and will help the student to understand the responsibilities associated with possession and use of this device. These requirements include without limitation the specific requirements imposed on the student outlined above. Further, I will take responsibility to assure that the student complies with the obligation stated above to bring this device to the district periodically for inspection.

2. I acknowledge I will provide supervision to the student with respect to the student’s use of this device, and I will take responsibility to assure that the student is using the device solely for valid educational purposes.

3. On my behalf and on behalf of the student, I hereby release the Danville Local School District from any liability or other responsibility with regard to any use or misuse of this device during periods when it is not being used under the direct supervision of district personnel.

Student Name: _____

Address: _____

Phone: _____

Type of Device _____ **District Tag#** _____

This device also includes items checked below:

AC Adapter Power Brick Power Cable Ethernet Network Cable

Other _____

Student signature

Parent/Guardian signature

Date

