



Required Use Policy (Staff) Part A

Willful and deliberate damages to the devices will cause ISS to charge the staff the full cost of the replacement or repairs of the device. ALL damage claims incidents will be investigated by school/district staff.

The District will not be responsible for and may hold the employee responsible for:

- Damage resulting in a broken/cracked screen (approximately \$100)
- Damage caused off campus by accident, abuse, misuse, flood, fire, earthquake or other external cause
- Damage as a result of a pet
- Damage as a result of the violation of the RUP (i.e. involving food, drink or other liquid on or near the laptop)
- Damage as a result of negligence (i.e. the laptop is placed in an unsafe location or position, misuse or laptop not handled properly, i.e. Drop Damage)
- Damage caused by operating the product outside the permitted or intended use
- Damage caused by service performed by anyone who is not a representative of Iredell-Statesville Schools
- Damage to a part or product that has been modified to alter functionality or capability
- Any issue when the serial numbers have been removed
- Damage resulting from leaving device (in a vehicle or other unsuitable location) exposed to dangerous temperatures
- If theft or loss occurs on school property, notify your principal within 24 hours. If theft or loss occurs off school property, contact local law enforcement, complete a police report and notify your principal within 24 hours.

I agree to these terms and understand that the laptop, power cord and VGA adapter are the property of I-SS.

PRINT STAFF NAME

STAFF SIGNATURE & DATE

SCHOOL(S) NAME

Device Make/Model:	Device Serial #:	I-SS Barcode #:	Power Brick <input type="checkbox"/>	Power Extension <input type="checkbox"/>
--------------------	------------------	-----------------	---	---

Iredell-Statesville Schools Required Use Policy (Staff) Part B

- Iredell-Statesville Schools resources are provided for school-related purposes only. Acceptable uses of such technological resources are limited to responsible, efficient and legal activities that support learning and teaching. Use of school system technological resources for commercial gain or profit is prohibited. Student personal use of school system technological resources for amusement or entertainment is also prohibited. Because some incidental and occasional personal use by employees is inevitable, the board permits infrequent and brief personal use by employees so long as it occurs on personal time, does not interfere with school system business and is not otherwise prohibited by board policy or procedure.
- Any damage caused through misuse or neglect to the device will be the financial responsibility of the user.
- All iTunes accounts will be set up with the school systems email address. The password for this account will be kept on file with the school/department. All applications purchased on this account are the property of Iredell-Statesville Schools regardless of reimbursement.
- Purchasing of applications for the MacBook Airs will follow normal purchasing guidelines. If gift cards are purchased for the purchasing of applications, the ISS purchasing procedure for gift cards will be followed.
- Under no circumstance may software purchased by the school system be copied for personal use.
- Students and employees must comply with all applicable laws, including those relating to copyrights and trademarks, confidential information, and public records. Any use that violates state or federal law is strictly prohibited. Plagiarism of Internet resources will be treated in the same manner as any other incidents of plagiarism, as stated in the Code of Student Conduct.
- No user of technological resources, including a person sending or receiving electronic communications, may engage in creating, intentionally viewing, accessing, downloading, storing, printing or transmitting images, graphics (including still or moving pictures), sound files, text files, documents, messages or other material that is obscene, defamatory, profane, pornographic, harassing, abusive or considered to be harmful to minors.
- The use of anonymous proxies to circumvent content filtering is prohibited.
- Users may not install or use any Internet-based file-sharing program designed to facilitate sharing of copyrighted material.

I agree to these terms and understand that the laptop, power cord and VGA adapter are the property of I-SS.

PRINT STAFF NAME

STAFF SIGNATURE & DATE

SCHOOL(S) NAME

Device Make/Model:	Device Serial #:	I-SS Barcode #:	Power Brick <input type="checkbox"/>	Power Extension <input type="checkbox"/>
--------------------	------------------	-----------------	---	---



*Iredell-Statesville Schools
Required Use Policy (Staff) Part C*

Print Name

School(s) Name

Apple ID (should be your full ISS email address):

Apple ID Password:

We ask that you list the questions you choose as well as the answers you pick for 2 reasons:

1. Apple has very tight security and if you ever need access to your account, and can't remember your security questions, they may flag your account as having fraudulent activity.
2. If you leave your school, and there have been any apps loaded that were paid for by the school, they belong to this Apple ID account. We will use these questions to go into the account and change the email associated with the account to the new teacher's email address.

Security Question 1:

Answer:

Security Question 2:

Answer:

Security Question 3:

Answer:

Security Question 4:

Answer:

Revised 7.29.2019