



# Duplin County Schools

## ***Employee Technology Responsible Use Agreement***

Name:(Please Print) \_\_\_\_\_

Position: \_\_\_\_\_

School/Department: \_\_\_\_\_

I have read the Duplin County School District's Technology Responsible Use Policy 3225/4312/7320, the User of Personal Technology to Conduct School Business Policy 3228/7323, the Bring Your Own Technology (BYOT) plan, and the Artificial Intelligence (AI) Guidelines which can be found at <https://www.duplinschools.net/departments/digital-learning-media/policies-forms-and-documents>. I agree to follow the rules outlined in the policies and plan. I understand that the policies and plan govern the use of all personal and school system technological resources both on and off school property. By signing below, I agree to strictly comply with the policies and plan.

It is the responsibility of all Duplin County School system's personnel to educate minors about appropriate online behavior (behavior on social networking websites and in chat rooms, text messaging, and cyberbullying awareness and response) as well as supervise and monitor usage of the online computer network and access to the internet in accordance with the Internet Safety policy, the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and the Protecting Children in the 21st Century Act. I understand this requirement and agree to implement the Duplin County School's Internet Safety Plan, which can be found at <https://www.duplinschools.net/departments/digital-learning-media/internet-safety>.

I understand that the school system reserves the right, without notice, to monitor, tracks, and/or log for any lawful purpose (1) my network access, communications, and use; (2) the content of my user files (regardless of medium), electronic mailboxes, and system outputs (such as printouts); and (3) my online activities when accessing the Internet via a school-owned or personal device. By signing below, I consent to such activities.

I understand that my personal devices and websites are subject to policy 7335 Employee Use of Social Media, policy 3228 Use of Personal Technology to Conduct School Business, and the BYOT Plan.

I understand that I am responsible for any device that is assigned to me and will be held liable to pay for any accidental damage that may occur to an assigned device. Optional device insurance is available for purchase at <https://securranty.com/duplinschools>. Each staff member will receive one free repair to a school-issue device. After the one free repair is completed any incidents will be charged to the staff member and/or school.

I understand that failure to adhere to these requirements will result in disciplinary action, up to and including dismissal, and, in the event of willful misuse, possible criminal prosecution.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_