Farmington Municipal School District

STUDENT/PARENT EQUIPMENT USE AGREEMENT

Place Equipment ID Number Here	For Tech Use Only

PLEASE PRINT ALL INFORMATION

Student Name **Last**_____ **First** _____ **Student ID #** _____ **Grade** _____

Parent / Guardian **Last**_____ **First**_____ Phone # _____

In this agreement, the "District" is the Farmington Municipal School District. "You", "your", "User", and "Assigned User" means the parent/guardian and their student enrolled in the District. The "Technology Equipment" or "Equipment" is an iPad with power adapter and case, owned by the District and/or managed by the Technology Office. "Report" or "Reported" is an incident documented within 2 business days.

7.3.1. Terms: Receiving Technology Equipment:

1. The Equipment assignment includes one Apple iPad along with the following accessories: one Apple-branded Power Adapter, one Apple-branded USB-C cable and one iPad case. **No yearly usage or insurance fees will be charged for the use of this equipment.**
2. The iPad case MUST remain attached to the iPad at all times. If the case is removed and damage occurs, you will be held responsible for the full cost of repairing the iPad.
3. A **maximum repair fee of $50** may be charged per incident for any damage to the iPad or case, whether accidental or intentional.
4. You will be charged for any lost, stolen, or damaged power adapter ($20) or USB-C cable ($20). **Payment is required at the time of replacement.**
5. Students whose iPad require more than two (2) repairs within a school year will not be permitted to take the iPad home for the duration of the academic year.
6. You agree to be responsible for any losses and intentional damage caused to the equipment while checked out to you, and will abide by the Acceptable Use Policy, Internet Safety instruction, and will properly use, care for and keep the equipment safe while issued to you.
7. Upon transfer, dis-enrollment, or completion of school term, all issued equipment will be returned to the Farmington Schools for repair assessment and/or storage.

7.3.2. Decoration:

1. iPads and cases may NOT be decorated, or altered in any way from their original condition and must display the aluminum Asset Tag at all times.
2. Decoration, graffiti or willful destruction of equipment to your or someone else's equipment will be considered Vandalism per section 7.3.6.

7.3.3. Agreement Compliance:

1. You agree to comply with all rules and regulations contained in the Farmington Municipal School District Technology Security Policy, associated Regulation Handbooks, and Acceptable Use Agreements, incorporated herein by reference and made a part hereof for all purposes.
2. Users that attempt repair, or access into the equipment for any reason will void all agreement rights and will be held responsible for full damages.
3. **Users should charge iPads nightly and leave power adapters at home. Adapters lost or stolen at school are the User's responsibility.**
4. Loading or storing unauthorized media and applications such as, but not limited to, Flash or Java based games, movies, and inappropriate videos, music and images; and the playing of games not used for classroom instruction during the day is not permitted, and is subject to disciplinary intervention at the classroom, building, or district levels.
5. Users are not allowed to share passwords and must always access the equipment and network applications using their own login username and password.
6. Your right to use this equipment is conditional upon your complete acceptance of this agreement and incorporated policies and handbooks of the District.
7. Failure to comply with this agreement may result in disciplinary and/or legal action, restricted computer access, equipment removal or other consequences as determined by campus and District administrators.

7.3.4. Title/Ownership:

1. The equipment and all digital files, documents or media, created or installed, and contained therein, belongs to or is under license to the District, at all times.
2. The equipment, installed Software and storage space is provided to you for educational purposes, and does not grant ownership or privacy to the User.

7.3.5. Loss:

1. For any Lost, Stolen, Vandalized or Damaged equipment, the user must report it within two business days to the Tech ER, where it will be documented, and you will receive instructions on any other actions to take regarding your assigned equipment.
2. Any equipment determined to be missing and unreported, will be considered "Lost". A Missing Alert will be activated and a Police Report will be filed by the District for the return of the equipment. The Assigned User may be held responsible for the full replacement value of the missing items.

7.3.6. Damage:

1. All Damage must be reported and documented in an IncidentIQ Ticket, and submitted along with the equipment to the Tech ER to schedule a Repair.
2. Users submitting multiple repairs may be held responsible for full repair or replacement cost, if a pattern of abuse, mishandling, or neglect is determined.
3. The District, with input from the principal, will make the final determination on billing issues between users, and determine reimbursement responsibility for repairs to the equipment. Reimbursement will not exceed the replacement cost of the equipment.
4. In addition to repair reimbursement, the District may impose disciplinary action, restrictions to the use and availability of equipment and/or District resources.
5. Damage by others remains your responsibility, and reimbursement must be negotiated by you, with the person(s) involved. (Except per section 7.3.6.4.)

7.3.7. Criminal Acts:

1. Stolen, Vandalized, or Appropriated equipment will follow all rules as outlined in section 7.3.5-6.
   - 1.1. Criminal Acts off School Property
     - 1.1.1. A Police Report must be filed and the Officer Name, Report Number, and Police Agency taking the report, need to be provided to the Tech ER.
     - 1.1.2. Incidents not reported or Police reports determined to be unfounded may be billed to the User at full repair or replacement value.
   - 1.2. Criminal Acts on School Property
     - 1.2.1. The User must report the incident to a building Principal, to investigate and document the incident for appropriate disciplinary and billing action or escalation to law enforcement.
     - 1.2.2. Theft, vandalism, or appropriation will result in full reimbursement by those involved. Incidents must be report and the person(s) must be positively identified.

7.3.8. Loan equipment:

1. Users may borrow an iPad, while their equipment is in Repair, but may not be allowed to remove it from the School Campus. You will be bound by this agreement for Loss or Damages to equipment that is temporarily in your care. The User may be responsible for full damage reimbursement if the equipment on loan is removed from campus.

7.3.9. Term of Agreement:

1. Your right to use and possess school equipment ends upon the last day of the school year, when terminated by the District, or upon your withdrawal.
2. Any special use agreements must be documented and approved by the Technology Office and terminate on an agreed upon date.
3. If you do not comply with this Agreement, or return the equipment at the appointed check-in times, the District will recover the equipment.
4. The District will attempt to contact you and will allow 5 days to return the equipment, after which, the items will be assumed unlawfully appropriated and a police report filed against the User for the return of the equipment or value of the items.

Signatures:

Parent/Guardian **Student** **Date**