

CCV Schools Chromebook Loan Agreement

NAME: _____ **Grade:** _____ **Date:** _____

Items Issued: Inv# _____ **S/N:** _____ **Charger** _____

The above-listed items are being loaned to me and are in good working order unless otherwise indicated. It is my responsibility to care for the equipment and ensure it is retained in a safe environment.

This equipment is the property of Cripple Creek-Victor School District RE-1 of Cripple Creek, Colorado and is herewith being loaned to the student/staff member **for educational purposes**. The equipment may not be defaced or destroyed in any way. Inappropriate material on the machine may result in the student/staff member losing his/her right to use this computer. The equipment will be returned to the school on the date requested or sooner if the student is discharged from the school prior to the end of the school year.

Failure to return the equipment (or equipment is damaged beyond repair) to the District as called for by this Loan Agreement may result in replacement fees, serious legal consequences to the Borrower, as well as student disciplinary measures being taken against the Borrower. The replacement fees are as follows: Chromebook \$200 and Charger \$20 for lost device(s), and fees for damages will be assessed as they occur. Devices may be checked or recalled at any given time with or without announcement.

If the District Property is stolen, the Borrower is responsible for filing a police report and submitting the police report, along with a \$40 fee, to the campus principal or designee as soon as possible. If a police report is not filed, the Borrower will pay the replacement fees listed in the above paragraph.

If the District Property is damaged while in the Borrower's possession, the Borrower is responsible for notifying the campus principal or designee as soon as possible so repair can be made. If the Chromebook or other equipment is damaged, the Borrower will pay according to the damage pay schedule and be subject to additional school disciplinary action.

The District Property may only be used by the Borrower listed above. The Borrower may not loan his/her equipment to another student or adult. The Borrower is responsible for the issued equipment at all times. Any damages accrued, at any time, are the responsibility of the Borrower.

The District Property may be used by the Borrower only for non-commercial purposes, in accordance with the District's policies and rules. Any included software may be used only in accordance with the applicable license, and it is the Borrower's responsibility to be familiar with and to comply with the provisions of such license.

The District is not responsible for any computer or electronic viruses that may be transferred to or from the device and Borrower agrees to use the Borrower's best efforts to assure that the District Property is not damaged or rendered inoperable by any such electronic virus while in the Borrower's possession.

The Borrower acknowledges and agrees that the Borrower's use of the District Property is a privilege and by the Borrower's agreement to the terms hereof, the Borrower acknowledges Borrower's responsibility to protect and safeguard the District Property and to return the same in good condition and repair.

We have read this Parent/Guardian and Student Agreement and understand our responsibilities in the use of the Chromebook, computer network, Internet, and other applicable equipment. We also understand all the policy and procedural expectations and obligations related to this 1:1 Mobile Device Initiative.

CCV School District RE-1 Responsible Use Agreement

Using the Computer/Mobile Device for Internet and Email

- Students and parents/guardians understand that CCV School District does not have control over information found on the Internet. **While every attempt is made to block access from inappropriate material while the student is at school, the District is not able to monitor student usage of the computer while at home or anywhere off campus.** It is the parent/guardian's responsibility to supervise the information that a student is accessing from the Internet while at home.
- Students should be aware that Internet access and email, and other media that are accessed, created, or stored on their computers are the sole property of the District. The District has the right to review these items for appropriateness, and to limit or revoke a student's access to them at any time and for any reason.

Consequences of Inappropriate Use

Inappropriate use is defined within the Internet Agreement that was signed at the beginning of the school year. The use of any District technology is a privilege and not a right. Students are expected to use their mobile device in accordance with these Policies and Procedures, and the District Responsible Use Agreement and any applicable laws. Failure to use this device in an appropriate manner will result in consequences as determined by the staff and administration of Cripple Creek-Victor School District. Students checking out of school will turn in their Chromebook and charger. Students assigned to AEP or expelled, for whatever reason, will turn in their Chromebook and charger.

Information Technology Acceptable Use Agreement 2023-24

Cripple Creek-Victor School District (CCVSD) will provide all students with access to computers/laptops/tablets, the Internet, and an array of technology resources and applications to promote educational excellence. Students may use these Information Technology (IT) resources for class work, research, the preparation of assignments, communication, and the development of skills in using a computer.

CCVSD will educate all students about appropriate online behavior, including interacting with other individuals on social networking websites, in chat rooms, and cyber bullying awareness and response.

Care must be taken to ensure the resources and students are protected from harm and are not exposed to offensive or illegal materials. To have access to the school's IT resources, students must agree to abide by this CCVSD IT Acceptable Use Agreement on an annual basis. The staff and the parent/guardian of each student will share the responsibility of educating the student of his or her responsibilities and ethical expectations when using technology.

For my personal safety:

I will be cautious of strangers when I am communicating online.

I will not publicly post any private information about myself or others while online.

I will not share my username or password.

Access is a privilege, not a right. Just as students are responsible for good behavior in a classroom or school hallways, they also must be responsible when using school computer networks or personal technologies. Students may use equipment and resources that are made available by the school under the following conditions:

Students will not give their password to any other person or log in under another user name under any circumstances. Sharing passwords is a security risk. Privacy and network security are to be observed. Students must not, under any circumstances, access files, software, or areas of the network which are not designated for their use. Students will have access to a file storage location (file server) to store school-related files. Access to this personal directory is restricted to the user, network administrators, and teachers.

All access to the Internet, tablets, and computers is subject to monitoring and logging. Files found to contain materials inappropriate for school use and/or virus infections are subject to deletion. Where appropriate, disciplinary action may be taken.

Only software purchased or approved by the school and installed by the school can be used on school computers.

Security:

Using Proxy sites or other means to subvert the school's filtering system are not allowed.

While at school, direct communication such as email and social networks may be monitored under the supervision of a qualified adult. District and school use of Information Technology (IT) resources to distribute and publish intellectual properties, images, videos and information shall be related to school curriculum and instruction, school authorized activities, and other information relating to school and district goals.

- It is understood that all distributed content may be accessible beyond the CCVSD community and viewed by a global audience.
- Anyone who is aware of problems with, misuse of, or has a question regarding proper use of these IT resources should see a staff member immediately.
- Any person who receives harassing, threatening, intimidating, or any other improper message through IT resources should report it immediately.

Cyber-Bullying is not acceptable ethical behavior. "Cyber-Bullying" shall mean using communication methods on the Internet to:

- Send or post cruel messages or images, or sensitive, private information
- Threaten others
- Exclude others
- Harass, intimidate others
- Pretend to be someone else

Plagiarism, Privacy, and Copyright Infringement:

- Students will not plagiarize. Plagiarism is taking the ideas or writing of others and presenting them as if they were your own.
- Software copyright is to be observed at all times -- in accordance with the software publisher's agreement. It is illegal to use, copy or distribute software in violation of the publisher's user agreement. Illegal software is not to be copied to CCVSD computers.
- Students will respect the rights of copyright owners.

Sustainability:

- Print responsibly and consider the environment before printing
- If something did not print the first time, it probably won't print the second time; avoid extra print jobs and ALWAYS ask first before printing

Abuse or deliberate misuse of computer equipment and software or deliberate breaches of the conditions of this agreement may result in restrictions to computer/tablet access by the student(s) involved and may result in discipline by school administration.

Each student **MUST** sign this agreement him/herself. **Parents, please do NOT sign for your child!**

Student NAME: _____ Grade: _____ Date: _____

Chromebook Issued: Inv# _____ S/N: _____ Charger _____

iPad Issued: Inv# _____ S/N: _____ Charger _____

We have read the three pages of this Parent/Guardian and Student Agreement and understand our responsibilities in the use of the Chromebook, computer network, Internet, and other applicable equipment. We also understand all the policy and procedural expectations and obligations related to this 1:1 Mobile Device Initiative.

Each student **MUST** sign this agreement him/herself. *Parents, please do NOT sign for your child!*

Parent/Guardian Signature _____ Date _____

Student Signature _____ Date _____