

**Staff Appropriate Use Form**

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

Computer and/or Tablet Serial # \_\_\_\_\_

Equipment Description and Serial # \_\_\_\_\_

I hereby certify that I have received, read, understand and agree to all of the terms and conditions in the Interstate 35 Community School District’s Appropriate Use of Technology Policy.

I understand that the laptop computer, tablet, and/or related equipment I am being issued is the property of the Interstate 35 Community School District. I will return the laptop computer and/or tablet and any related equipment I am issued in the same condition in which I receive it, excluding normal wear and tear and unforeseen system breakdowns (i.e. hard drive failure, etc.). I understand that I may be responsible for any damage or loss of any component of the laptop computer, tablet, and/or related equipment I am issued. In case of damage or loss, I agree that I may be required to reimburse the district for any damaged or lost component and/or equipment with components.

I accept full responsibility for my use of the district’s technology, network systems, and the internet through the district in accordance with the terms, conditions, and guidelines as stated by the district in its policies and regulations and as set out in federal and state law. I understand that violation of these provisions will result in the restriction and/or termination of my ability to use the district’s technology, network systems, and internet access and may result in further discipline up to and including termination of my employment with the district and/or other legal action.

I will not hold the district responsible in any way for materials accessed through the district’s technology, network systems, and/or the district’s internet access. I relieve and indemnify the Interstate 35 Community School District and its officers and employees from any and all financial responsibility that may be incurred by my use of the district’s technology, network systems, and the internet.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

Approved: September 29, 2015