

Janesville Consolidated School District EQUIPMENT LENDING INFORMATION

This additional agreement allows students to check out a variety of peripheral equipment (as available) such as still cameras, microphones, drawing tablets, and other audio/visual devices for multimedia school projects. The signed agreement is part of the *Student/Parent Laptop Acknowledgement Form*.

The JCSD grants the user permission to borrow technology equipment for school and home use based on mutual agreement of the following:

Agreements

1. I will return the equipment at the established due dates and times and understand that I will be billed for replacement costs if equipment is not returned promptly.
2. I will treat this equipment with the same care as if it were my own property.
3. I will maintain the equipment in clean condition.
4. I will avoid use in situations that are conducive to loss or damage.
5. I will heed general maintenance alerts and advice from school technology personnel.
6. I will promptly report any malfunction, loss, damage, or theft to the Technology Coordinator.
7. I will always transport the equipment within the case provided whenever leaving the school building.
8. I will adhere to JCSD's Acceptable Use Policy when using this equipment at all times and locations.

Damage or Loss

I am responsible for any costs incurred due to loss or damage of equipment as determined by the school.

I understand that if I violate the above, I may not be permitted to checkout school equipment in the future and may be billed for any costs incurred by the school.

Student Initial _____

Parent Initial _____

I have read the packet of forms listed below and agree with their stated conditions.

- *Student/Parent Laptop Acknowledgment*
- *Laptop Computer Use Agreement*
- *Standards for Proper Computer Care*
- *Equipment Lending Information*

I also understand that a \$45.00 technology/software assessment needs to be submitted and processed prior to the issuing of the student laptop. (Iowa Code 301.1) Questions and/or accommodations regarding this assessment need be directed to the Secondary Principal or Superintendent.

Student Name (printed clearly):

Student Signature & Date:

Parent Name (printed clearly):

Parent/Guardian Signature & Date:

If for some reason you choose not to receive a laptop at this time, sign below. “My signature below indicates that I have read and understand all of the technology policies of the JCSD, but I choose NOT to receive a laptop at this time.

Student Signature & Date:

Parent/Guardian Signature & Date:

This completed and signed form is a mandatory requirement for the assigning and issuing of a JCSD laptop computer. It must be filed prior to the issuing and assigning of a computer. Students will not receive their laptops until the Technology Coordinator or designee has received a signed form.