

# Technology Check Out Contract

*Excerpts taken from the Technology Usage Policy EHB*

*Complete policy is available here: <http://www.willard.k12.mo.us/policy/EHB.pdf>*

All damages incurred by the district due to a user's intentional or negligent misuse of the district's technology resources, including loss of property and staff time, will be charged to the user. District administrators have the authority to sign any criminal complaint regarding damage to district technology.

- *Technology Resources* – Technologies, devices and resources used to access, process, store or communicate information. This definition includes, but is not limited to: computers, modems, printers, scanners, cameras, fax machines and transmissions, telephonic equipment, audio-visual equipment, Internet, electronic mail, electronic communications devices and services, multi-media resources, hardware and software.
- *User* – Any person who is permitted by the district to utilize any portion of the district's technology resources including, but not limited to, students, employees, School Board members and agents of the school district.

Print Student Name: \_\_\_\_\_

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Student Signature

Date

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Parent Signature

Date