



# Electronic Device Agreement

I understand this device is being provided to me by the Menominee County ISD (MCISD) special education department for use during the school year. I understand the use of the device is for special education instructional and support uses only. All use of the device must abide by the MCISD Acceptable Use Policy and is subject to review by the MCISD at any time. I understand there is no reasonable expectation of privacy in the use of the device and the contents of this device.

- I understand this device is not my property, but the sole property of the MCISD and the MCISD has the right, at its sole discretion, to retrieve this device from me at any time, with or without cause and with or without prior notice to me.
- All electronic devices must be returned to the MCISD by the last day of the school year.

I hereby agree to and shall:

- Use reasonable care in the operation and handling of the device;
- Keep the device secure when not in use;
- Have the device at school each weekday for student use;
- If the device is lost or stolen, I will immediately notify the technology department at MCISD

Other requirements I hereby understand and agree:

- Under NO circumstance shall an electronic device owned by MCISD be connected to an Email, Social Media, bank information, iTunes account, etc other than the school-account assigned to me by my school district
- Under NO circumstance shall this device be left unattended in a vehicle.
- Keep the device dry and away from sinks, pools, and bathtubs and otherwise avoid water damage.
- All Apps added to this device must be approved by MCISD Technology staff
- Do not let the device be crushed by other heavy items in a backpack, book bag, briefcase, or purse.
- Keep track of the device and take steps to prevent it from being lost or stolen.

\_\_\_\_\_  
Staff Signature

\_\_\_\_\_  
Date

**Administrator's Assurance:** *I agree to the terms as stated in the "Electronic Device Agreement" and certify that when received, this equipment will be maintained in a fully operational status by this school at our expense. I thereby take responsibility for loaned equipment under the terms of this contract.*

\_\_\_\_\_  
Administrator Signature

\_\_\_\_\_  
Date

Device Number: \_\_\_\_\_ Date Given: \_\_\_\_\_