

INLAND LEADERS 2022-2023

OFF CAMPUS COMPUTER USE AGREEMENT FORM - New

Please review this agreement. Retain pages 1–3 for your records.
Student and a parent please sign and return page 4 to your homeroom teacher.

In the interests of furthering the educational goals of Inland Leaders Charter School (ILCS) and students, the school will make available for use by the student one (1) laptop computer (laptop) for use while the student is registered in the school. Please note that students are not issued a laptop for use during the summer term.

The laptop is intended for educational purposes and will be issued upon the student's and parent/guardian's signed acceptance of the terms of this Laptop Computer Use Agreement and the terms of the Acceptable Use of Technology Consent Form.

1. Care of Equipment

**DO NOT PUT STICKERS ON YOUR LAPTOP.
DO NOT WRITE ON YOUR LAPTOP.
DO NOT REMOVE ANY LABELS FROM YOUR LAPTOP.**

The student will exercise all due and reasonable care in handling and use of said equipment and agrees to voluntarily return the equipment in good condition if the student is no longer registered in the School. The School accepts and acknowledges the reasonable and normal wear and depreciation in value of the laptop. The student/parent will be responsible for damages when:

- a) The student's negligent use or misuse causes damage to the laptop.
- b) The damage to the laptop is intentional.
- c) The damage, depreciation, or wear and tear is outside the terms of this agreement.

Students should monitor the condition of the laptop while the laptop is officially issued to the student. As soon as minor or major damage is observed the student should IMMEDIATELY return the laptop to the school for repair.

2. Loss Limit

Unless otherwise specified in this agreement, the maximum loss incurred by the student for a lost, stolen, or damaged laptop is **\$250.00**

3. Lost or Stolen Laptop

If the laptop is lost or stolen, the student must file an incident report with the ILCS administration within 24 hours of the time the laptop is lost or stolen. If such a report is not properly filed, the student shall be liable to the school for the value of the missing laptop up to **\$250.00**

4. Rules of Use

The student shall abide by the school's Acceptable Use of Technology Consent Form and must have a signed form on record with ILCS. Unacceptable use includes, but is not limited to, the following:

- a) Using network access to alter or destroy information belonging to others.
- b) Using profanity, obscenity or other language that may be offensive or abusive to another person.
- c) Copying personal communications to others without the original author's permission.
- d) Copying software or other copyright protected material in violation of copyright law.
- e) Using the network for any illegal activity or private business purposes.
- f) Spreading computer viruses deliberately or by importing files from unknown sources.
- g) Harassing another individual.
- h) Using the network to disrupt ILCS business or educational activities.
- i) Use of any computer or program in a manner other than that which was intended.
- j) Unauthorized installation of software including downloads or modification of the laptop.
- k) Allowing use or possession of the computer by anyone other than the student to whom the computer is issued.
- l) Accessing other users accounts with or without permission.
- m) Accessing unauthorized wifi networks while on school grounds.

5. User Accounts, Passwords, and Privacy

All user accounts, including, but not limited to, Google, IXL, and SeeSaw, are the property of ILCS. Each student will receive a unique alphanumeric password that will be used for all accounts. This password is not to be changed by the student. If a student feels that a password has been compromised he or she must report the concern to an ILCS teacher immediately. ILCS teachers and administrators have the right to access student accounts at any time for any reason. All communication that runs through the ILCS Google accounts is monitored using a system of keyword filters. **THERE IS NO EXPECTATION OF PRIVACY WHILE USING ILCS TECHNOLOGY OR ACCOUNTS.**

6. Off Campus Usage

Laptops will be checked out from the office or classroom and then returned when no longer needed by the student. The student is responsible for the proper care of his or her laptop throughout the day.

7. License Agreements

The School is the sole owner of the software included with the laptop. Any copying, modification, merging, or distribution of the software by the student, including the written documentation is prohibited. The student is responsible for complying with any and all hardware, software, and service provider licensing agreements, terms of use, and applicable state and federal copyright and other intellectual property protections. Violation of any such licenses, terms or laws shall constitute a violation of this agreement and the student may be subject to disciplinary action.

8. Termination of Agreement

Termination of this agreement shall occur automatically under any or all of the following circumstances:

- a) When the student is not registered for School.
- b) Breach of the terms of this agreement or other School policies.
- c) Upon notice to the student of termination from the School, with or without cause.

Upon such termination, the student shall return the laptop and all associated equipment and software to the ILCS office within 48 hours from the student's last class period. The laptop must be returned prior to a reissue of a laptop for the subsequent term.

9. Notice of School Rights

The Student has no ownership, interest in, and no right to title in the laptop. The School is the equitable owner of the laptop and as such will enforce its rights vigorously through all means civil and criminal. Students who are in breach of the agreement and/or who deny any of the School's ownership rights to the laptop may be subject to disciplinary action, including referral for possible civil action or prosecution for theft under California's Statutes. Notice of these civil and criminal remedies will be sent to any student in violation of the agreement prior to action being taken, but the failure to give such notice shall not impair or limit the School's rights.

10. Indemnification

Student and parent/guardian agree to reimburse and hold the School harmless from and against any and all liabilities, costs, collection costs, and damages (including attorney fees), which arise out of or relate in any way to the use of, misuse of, or failure to return the laptop equipment or software by the student or others.

11. Modifications, Upgrades & Repairs

The Student shall not modify, upgrade, or attempt repairs to the laptop or its installed software without the express written permission of the School. Any modifications, upgrades, or repairs made shall become the property of the School. Any damage to the laptop, or other requirement for modification, upgrading, or repair shall be immediately brought to the attention of the School. The student and parent/guardian is responsible for the cost of any modifications, upgrades or repairs to the laptop, including the carrying case and peripheral equipment, or its installed software, where it is required as a result of the student's misuse, negligence or intentional conduct, or other acts or omissions in violation of the agreement. Any required software must be installed by authorized ILCS School personnel.

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**Keep pages 1-4 for your records.
Return page 5, to your homeroom teacher.**

OFF CAMPUS CHROMEBOOK USE AGREEMENT FORM 2022-2023 - New

PLEASE SIGN this form: *Chromebook Use Agreement Form*

PLEASE SIGN *Acceptable Use of Technology Consent Form* (included in first day packet)

PLEASE RETURN SIGNED FORMS TO YOUR HOMEROOM TEACHER

The Chromebook Use Agreement is made by and between Inland Leaders Charter Schools and the student and parent/guardian listed below, and will begin no earlier than August 15, 2022, and end no later than June 2, 2023, unless terminated or extended by written agreement.

Homeroom Teacher Name

Date

Student Name (Printed)

Parent/Guardian Name (Printed)

Student Name (Signature)

Parent/Guardian Name (Signature)

By my signature, I hereby acknowledge that I have reviewed, understand and will abide by the terms of the *Acceptable Use of Technology Consent Form* in the *Family Handbook*.

To Be Filled Out by Student's Homeroom Teacher or Office Staff

Chromebook Manufacturer:: _____ Serial Number: _____
Last 4 Digits on Back of Chromebook

ILCS ID Barcode # (starts with 8000 on back of Chromebook): _____

Condition (check one): New _____ Used Good _____ Used Poor _____

Describe Damages or Defects: _____

Homeroom Teacher or Staff Signature: _____ Date: _____

EXCHANGE - For Office Use Only

Received Date: _____ Reason for Return: _____

Issued Replacement Chromebook ID # _____ Serial Number: _____

Replaced from (TE Classroom): _____ To IT Date: _____

Parent Signature: _____ Staff Signature: _____