

## USD 345 Seaman School District MacBook Air Loan Agreement

Please read this entire document to understand the terms of this loan agreement and your student's protection and responsibility against damage and loss of the loaned computer equipment in your care. This form must be completed before the MacBook Air will be provided to the student.

**Technology Fee:** As part of the fee structure, USD 345 Seaman Schools collects a fee of \$65 at enrollment specifically for technology. These funds are used to offset the cost of student laptops, maintaining and/or replacing district technology used in the provision of instruction to middle and high students.

All students in Grades 7-12 are expected to pay the \$65 technology fee at the time of enrollment in order to receive a laptop. However, for students who qualify for reduced lunch status, this amount is decreased to \$45. For students qualifying for free lunch, this amount is \$25.

This form must be completed with the technology fee payment to your child's school before computer equipment will be loaned to your student. One signature form per student is required.

**Loan Agreement:** One Apple MacBook Air Laptop, Charger, and Case are being loaned to the Student/Borrower and are in good working order. It is Student/Borrower's responsibility to care for the equipment and ensure that it is retained in a safe environment.

This equipment is, and shall remain the property of Seaman School District and is herewith lent to the Student/Borrower for the 2016-2017 academic school year and should be used for approved purposes only.

The District Property may be used by Student/Borrower only for non-commercial purposes, in accordance with the District's policies and Seaman Middle School and High School's rules as well as local, state and federal statutes.

Any software license installed by the Student/Borrower needs to be legally purchased.

The Student/Borrower agrees to make no attempts to add, delete, access, or modify other user accounts on either the Apple MacBook Air or on any school-owned computer.

The Seaman School District network is provided for the academic use of all students and staff. The Student/Borrower agrees to take no action that would interfere with the efficient, academic use of the network.

## USD 345 Seaman School District MacBook Air Loan Agreement

Identification and inventory labels have been placed on the Apple MacBook Air. These labels are not to be removed or modified. If the labels become damaged or missing, contact tech support for replacement. Additional stickers, labels, tags, or markings are not to be added to the Apple MacBook Air.

**Coverage and Benefit:** The district acknowledges that due to the normal usage of district technology that maintenance and/or repair of district technology may be necessary due to no fault of the student. These routine maintenance issues and malfunctions that are not due to “visible physical damage” of the MacBook Air will be completed at no cost to the student. The following policy applies to accidental damage to the MacBook Air.

Willful or negligent damage is not covered by this agreement and replacement or repair costs will be the responsibility of the student. The district will determine visible physical damage and the value of that damage will be based on repair/replacement costs or the assess loss of resale value. In no case shall the value be greater than \$900. For every accidental damage or loss incident exceeding \$150, district coverage of the loss will progressively decline.

**First Incident of Damage or Loss:** In the event of damage or loss, the district will pay 80% (up to 720) of the amount of damage or loss. The student will be responsible for 20% (up to \$180) of the amount of damage or loss.

**Second Incident of Damage or Loss:** A second major damage/loss claim will be covered by the district at a rate of 50% (up to \$450) and the student will be responsible for 50% (up to \$450).

**Third Incident of Damage or Loss:** If a third major damage/loss claim occurs, the district will cover 20% of the cost (up to \$180) and the student will be responsible for 80% (up to \$720). Any further loss or damage over \$150 will be the responsibility of the student.

**USD 345 Seaman School District  
MacBook Air Loan Agreement**

Parent Responsibilities	Student Responsibilities
<p>Students in Grades 7-12 are being issued an Apple MacBook Air laptop to improve and personalize his/her education this year. It is essential that the following guidelines be followed to ensure the safe, efficient, and ethical operation of this laptop. The Apple MacBook Air is an important learning tool and is for educational purposes only. In order to take the Apple MacBook Air home each day, the student must be willing to accept the following responsibilities.</p>	
<ul style="list-style-type: none"> <li>• I will supervise my son's/daughter's use of the Apple MacBook Air at home.</li> <li>• I will discuss the district's expectations regarding the use of the Internet at home and will supervise my son's/daughter's use of the Internet.</li> <li>• I will not attempt to repair the Apple MacBook Air and will report to the school any problems with the Apple MacBook Air.</li> <li>• I will ensure my son/daughter brings the Apple Mac Air fully charged to school every day.</li> <li>• I understand that if my son/daughter comes to school without his/her laptop, I may be called to bring it to school.</li> <li>• I agree to make sure that the Apple MacBook Air is returned to the school when requested and upon my son's/daughter's withdrawal from the Seaman School District.</li> </ul>	<ul style="list-style-type: none"> <li>• When using the Apple MacBook Air at home, at school, and anywhere else I may take it, I will follow the policies of the Seaman School District - especially the Seaman High School and Seaman Middle School Student Rules - and abide by all local, state, and federal laws.</li> <li>• I will keep the Apple MacBook Air in its protective case at all times and will treat the Apple MacBook Air with care by not dropping it, getting it wet, leaving it outdoors, or using it with food or drink nearby.</li> <li>• My Apple MacBook Air is my responsibility and will stay in my possession or in a secure location at all times.</li> <li>• I will not modify or remove any software on the Apple MacBook Air.</li> <li>• I will honor the District's expectations when using the Apple MacBook Air.</li> <li>• I will not release personal information to anyone including staff or students when using the Apple MacBook Air and keep all accounts and passwords assigned to me secure.</li> <li>• I will bring the Apple MacBook Air to school fully charged every day.</li> <li>• I will clean my Apple MacBook Air using only the cleaner approved by the district.</li> <li>• I will return the Apple MacBook Air when requested and upon my withdrawal from Seaman School District.</li> </ul>

MUST BE COMPLETED ONLINE

**USD 345 Seaman School District  
MacBook Air Loan Agreement**

**Agreement:** Student/Borrower acknowledges and agrees that his/her use of the District Property is a privilege and that by Student/Borrower's agreement to the terms hereof, Student/Borrower acknowledges his/her responsibility to protect and safeguard the District Property and to return the same in good condition and repair upon request by the Seaman School District.

**Effective and Expiration Dates:** This coverage is effective from the date this request form and premium payment are received by the school through the date at which the computer is requested to be returned in good order to the school.

Name of Student \_\_\_\_\_ Grade \_\_\_\_\_

I understand that my student is responsible for the district technology used by my student. I understand the Computer Damage/Loss terms and conditions. I agree to the terms including my responsibility for damage or loss not covered by the District.

Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Parent Signature:

**MUST BE  
COMPLETED  
ONLINE**