

General Personnel

5:126 Personal Technology and Social Media, Usage and Conduct: Part 2

School issued technology devices must be used to the standards outlined in School Board Policy 5:125.

Damage and Repair of School Issued Technology Equipment

Staff members are expected to treat school issued technology devices such as desktop computers, laptop computers, and/or tablets, with the utmost care and consideration. If a part or the entire device becomes non-working due to normal use, the school district will have the device repaired or replaced at the cost to the district.

If a teacher causes accidental or deliberate damage to a school issued technology device, the cost of the repair(s) will be assessed as such:

- The first incident, District 94 will incur the entire cost of the repair.
- The second incident with the same device, District 94 and the staff member will split the cost of the repair 50% and 50%.
- The third incident with the same device, District 94 will incur 25% of the repair cost and the staff member will incur 75% of the repair cost.
- The fourth incident with the same device, the staff member will incur 100% of the repair cost.

At any time during this process, the District 94 administration may take possession of a school issued technology device from the staff member. At any time during this process, the staff member may also refuse to take possession of a school issued device and may opt for an older device or no device at all.

In the case where a staff member is refused use or opts to not take possession, a desk top computer will be provided for his/her work space.

All staff members who are using a District 94 issued technology device must sign below to acknowledge their understanding of and compliance with School Board Policy 5:125 and School Board Policy 5:126.

Staff Member Signature

Printed Name: _____

ADOPTED: April 14, 2016

Komarek SD 94
