



## SCHOLAR AND PARENT/GUARDIAN CONTRACT and ACCEPTABLE USE AGREEMENT

This contract will remain in effect while the student is enrolled in the Northeast Regional School of Biotechnology and Agriscience.

Scholar's Name (Please Print): \_\_\_\_\_

The Northeast Regional School of Biotechnology and Agriscience (NERSBA) Laptop initiative is designed to prepare scholars for their future, a world of digital technology, global information, and instant communication. Increasing access to technology is essential for that future. Technology, within a wireless learning environment, helps scholars learn in deep and meaningful ways that prepare them for productive participation in a global economy. With the assignment of Laptops to access the resources of the world also comes the need to identify responsibilities and establish policies, rules, and regulations that will govern the use of the equipment.

NERSBA maintains the legal title to all Laptop computers and associated hardware and software. **The Laptop computer, charger, mouse and carrying case are being lent to the scholar borrower named above for educational purposes only during the academic school year.** Scholars are assigned Laptops in the same manner in which a textbook is issued. The serial number and computer number will be noted for each scholar computer. The scholar to whom a Laptop is issued is solely responsible for what happens to it. The Laptop is intended to be used for educational purposes in accordance with the NERSBA policies and rules.

The use and possession of the Laptop terminates no later than the last day of the school year, unless an earlier termination is determined by the administration at the Northeast Regional School of Biotechnology and Agriscience, or upon withdrawal from the school.

### School's Responsibilities

- Provide scholars with a Laptop computer to use during the academic year. Scholars will return the computer, mouse, case and charger at the end of the school year for planned maintenance.
- Provide scholars wireless, digital access to academic content and resources at school.
- Encourage scholars to utilize the Internet and school electronic resources in order to promote educational excellence by providing scholars with opportunities to develop the resource sharing, innovation, and communication skills and tools that are essential for success in the 21<sup>st</sup> century.
- Implement the use of a technology protection measure that will limit, to the extent practical, (e.g. filter or block) access to visual displays/depictions that are obscene, materials that are harmful to minors as defined by the Children's Internet Protection Act, and other material considered inappropriate for scholars to access. When scholars access the internet off campus using the Laptop, they will be directed to the school's internet filter and all content will be subject to the school's filter criteria.
- NERSBA has purchased additional coverage for the laptops that will cover some costs of repair or replacement of the Laptop due to accidental damage.

### Scholar's Responsibilities

The Laptop computer is an important learning tool and is to be used for educational purposes only. In order to take the Laptop home each day, the scholar must be willing to accept the following responsibilities.

- When using my Laptop computer at home, at school and anywhere else, I will follow the policies of the Northeast Regional School of Biotechnology and Agriscience, including the Acceptable Use of Electronic Resources, and abide by all local, state, and federal laws.
- I will treat my Laptop with care by not dropping it, getting it wet, leaving it outdoors, or using it with food or drink nearby. I will always carry it in the Laptop carrying case provided by the school in the proper manner.
- I will recharge the Laptop battery each night.
- I will bring my Laptop to school each day.
- I agree not to place any unauthorized decorations (stickers, markers, etc.) on my Laptop or carrying case.
- I understand that my Laptop and case are the property of the Northeast Regional School of Biotechnology and Agriscience. All accounts, programs, and files are subject to inspection at any time without notice.
- I will not lend my Laptop to anyone, not even my friends or family; it will stay in my possession at all times.
- I will keep all accounts and passwords assigned to me secure and will not share these with anyone.
- I will be responsible for all damage or loss caused by neglect or abuse.
- I will not load any software onto the Laptop that is not in support of education and research and consistent with the educational objectives of the school system. (All software installations must have written permission from the principal or technology facilitator.)
- I agree that email (or any other computer communication) should be used only for appropriate, legitimate, and responsible communication. I will not use my Laptop to access online chat rooms and social networking sites such as Facebook.
- I understand that all email communicated through any school email accounts (NERSBA and college accounts) and internet usage may be monitored by designated NERSBA staff, Martin Community College staff, University of Mount Olive staff, NC State University staff or any other supporting educational institutions/agencies to ensure appropriate use.

- I agree not to share personal information about myself (e.g. full name, address, or other personal information) and about my family, friends or anyone else.
- I agree not to search for, display, download, or distribute vulgar, offensive material or images as described in the NERSBA Laptop Handbook and Acceptable Use of Electronic Resources Policy.
- I will talk with my parent or guardian about their expectations and ground rules for going online when not at school.
- I agree to abide by school rules related to the Laptop policies and procedures.
- I will return the Laptop computer when requested and/or upon withdrawal from school.
- I agree not to engage in cyberbullying, such as personal attacks and/or threats against anyone, while using the school owned technology. Any such incidents are to be reported to responsible school personnel.

**Parent’s/Guardian’s Responsibilities**

The scholar named in this agreement is being issued a Laptop computer 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 computer. In order for the scholar to take the Laptop home each day, the parent/guardian must be willing to accept the following responsibilities:

- I will review materials provided by the school to ensure that I understand the school’s responsibilities, the scholar’s responsibilities and my responsibilities. We will discuss acceptable and non-acceptable uses of the Laptop according to school policies.
- I understand that the Northeast Regional School of Biotechnology and Agriscience staff members have made all reasonable attempts to provide a safe computing environment for scholars within the network. Scholars using their school assigned Laptop are responsible and accountable for appropriate use of the internet regardless of where they are or when internet access occurs.
- I will supervise the use of the Laptop at home making sure that it is used and stored appropriately.
- I will not load, delete programs, or attempt to repair the Laptop.
- I will make sure the Laptop battery is being recharged each night.
- I understand that all email communicated through any school email accounts (NERSBA and college accounts) and internet usage by my child is not considered confidential and may be monitored by designated NERSBA staff, Martin Community College staff, University of Mount Olive staff, NC State University staff or any other supporting educational institutions/agencies to ensure appropriate use.
- I understand that we are responsible for all damage or loss that is caused by neglect or abuse. If the Laptop is lost, stolen or damaged, a fee of up to \$300 to cover any cost for labor/repair/replacement will be charged. Scholars will be placed on the owed fees list and follow the same protocol as for other owed fees. Scholars will not be issued another Laptop until this charge is resolved. However, a checkout policy will be in place that will allow the scholar to have access to this technology during school.
- I agree to report to the Principal or Director of Technology any instance of a damaged, lost or stolen Laptop within 48 hours of the event. If the incidence occurs on the weekend or school holiday, a report must be filed within 48 hours of returning to school. Theft of the Laptop requires a police report, regardless of the location of the theft. If a Laptop is reported stolen and then recovered, the principal and the reporting agency must be notified immediately to close the police report. I understand that am responsible for obtaining the police report.
- I agree to make sure that the Laptop computer is returned to the school when requested and upon withdrawal from school. If the Laptop is not returned in a timely manner, the Northeast Regional School of Biotechnology and Agriscience shall be entitled to declare me in default and can take steps to regain the Laptop.
- I agree to hold harmless the Northeast Regional School of Biotechnology and Agriscience, its Board of Directors and employees from and against all claims, demands, suits, liabilities, damages, losses and expenses resulting from usage of the Laptop.

As the scholar, my signature indicates I have read, understand and will abide by this Acceptable Use Agreement. I understand that this contract will remain in effect while I am enrolled in the Northeast Regional School of Biotechnology and Agriscience.

\_\_\_\_\_  
**Scholar’s Name (Please Print)**

\_\_\_\_\_  
**Scholar’s Signature**

As the parent/guardian, my signature indicates I have read, understand and will abide by this Acceptable Use Agreement. I understand that this contract will remain in effect while my child is enrolled in the Northeast Regional School of Biotechnology and Agriscience.

\_\_\_\_\_  
**Parent’s Name (Please Print)**

\_\_\_\_\_  
**Parent’s Signature**

\_\_\_\_\_  
**Date**

**To Be Completed by NERSBA Staff**  
**Laptop # \_\_\_\_\_**