

# Contract and guidelines for teachers provided with iPad through Redwood Coast Professional Learning Initiative (RCPLI)

Fortuna Elementary School District is providing iPads to teachers participating in the RCPLI project. The iPad has been provided to you to assist you in your grant responsibilities and will be used for professional purposes. You may take the device home with you to help with your professional responsibilities. The following guidelines are general in nature as not every possible scenario can be thoroughly described or known at this point in time.

Participating Teachers must agree to the following statements in order to receive a device for the 2-year grant duration.

1. The iPad is the property of the Fortuna Elementary School District (FESD) for the two years of the grant.
2. You must establish an iTunes account with your district email address. This will be done when you receive the device.
3. You are responsible for keeping the device secure and in working condition. Take every precaution to prevent damage. You should immediately report any damage or issues with the device to FESD or Michael Kauffmann (mkauffmann@fortunaesd.com) and Chris Hopper (project director).
  - a. You will keep the device in the case provided at all times.
4. You should use this device as an educational tool within your classroom to enhance math pedagogical practices.
  - a. You may download appropriate Apps to your device.
  - b. You should commit to researching apps and creating lessons to integrate this technology in your classroom for the purpose of improving student learning.
  - c. You will share successful experiences with the iPad with other RCPLI participants.
5. For the iPad assigned for your use:
  - a. You should not leave the device unattended.
6. If you misplace, lose, or have the iPad stolen while in your possession, contact Michael Kauffmann. When you receive the device we will all install the “Find My iPhone” App on the device which can be used to find the exact location of the device, so long as it is on and has wireless connectivity.
7. If you fail to complete the two year commitment of the grant, you will have to return the iPad to Fortuna Elementary School District for re-assignment to another teacher.

**I have read, understand, and agree to comply with the rules and conditions set forth in this “Apple iOS Devices Acceptable Use Policy for Staff.”**

**Teacher Name:** \_\_\_\_\_

**Teacher Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Serial #** \_\_\_\_\_