

Acceptable Use of District Technology

In order to receive access to district technology, this Acceptable Use of District Technology form must first be completed, signed and the original forwarded to the Human Resources Department.

Blaine School District Technology Access			
<u> / / </u> Date	_____ (print) First Name	_____ Last Name	_____ School/Department
<p>My signature below indicates that I have read and understand Blaine School District Policy 5225 and Procedure 5225P regarding Staff Use of Technology, and that I agree to the conditions of this policy.</p> _____ Employee Signature (required)			

My initials below and signature above indicate the following:

<u>Statement</u>	<u>Initials</u>
I have reviewed a copy of the "Staff Use of Technology" Policy and Procedure (5225)	
I have read and understand all aspects of the "Staff Use of Technology" Policy and Procedure (5225)	
I understand that all information stored on the district's computers, networks, and all other district technology is the sole property of Blaine School District.	
I understand that I have no expectations of privacy for my use of Blaine School District's computers, networks, and all other district technology.	
I understand that any district business that is conducted on my personal ECD, or using personal email or personal social media accounts, creates a public record regardless of who owns the ECD and whether the account is personal.	
I understand that the district prohibits the conduct of district business using text messaging or personal email or personal social media accounts except in emergencies, safety-related matters, or to communicate routine, non-substantive time-sensitive matters.	