### 2023/24 Algood Middle School Monetary Request = \$20.00

Are we required to pay the \$20.00?

No. School systems may request but not require payment of school fees.

How will the \$20.00 be spent?

Algood Middle School spends the school fees in the following ways:

- Art and Science classroom supplies
- Calculators and Needs for TCAP testing
- Locker maintenance
- Technology supplies and equipment
- Copier costs
- Other educational supplies and materials not paid for by the Putnam County Board of Education or through fundraisers

If we would like to give more or less than \$20.00, may we?

Yes. Any family who would like to donate more or less than the requested \$20.00 per student may do so, and the funds will be used for the above listed items.

	-
I am giving the requested \$20.00 school fee.	
I am giving the following amount: \$	
It is not necessary to return this form if you are not sending any payment.	

If sending money with student, please send in an envelope labeled "school fee" with student's name and homeroom teacher on the envelope. Make checks payable to AMS with the student's name on the memo line of the check.

Any amount given is appreciated and will be used in a financially responsible manner for the educational benefit of all students.



Algood Middle School 540 Dry Valley Road Cookeville, TN 38506

PH: 931-537-6141

EMAIL: jhall@pcsstn.com

# **RELEASE OF INFORMATION**

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## Device Checkout Contract

#### **Acceptable Use Rules**

- 1. The device is an educational tool and should be used in that capacity only.
- 2. The student is responsible for the device at all times. The school is not responsible for devices left in classrooms, hallways, or non-school properties.
- 3. The device should not be used to COPY, DOWNLOAD, UPLOAD, or SHARE COPYRIGHTED MATERIALS without legal permission. This includes reproduction of music files and software applications. Extensions that do not have an educational purpose should not be installed onto the students account.
- 4. The student is the only authorized user of your assigned device. Never share or swap devices with another student. Keep your password CONFIDENTIAL.
- 5. Do not EAT or DRINK near your laptop.
- 6. Avoid touching the screen. When cleaning is necessary, use a soft cloth.
- 7. Do not mark the device in any way with markers, stickers, etc.
- 8. Do not remove school/county labels or asset tags.
- 9. Do not insert foreign objects into openings of the device.
- 10. Devices must come to school fully charged with power cords daily.

#### **Internet Use Rules**

- 1. Students agree to adhere to the Algood Middle School Internet use policy signed by each student at the beginning of the school year.
- 2. The device issued to you is school property and all content (software, email, Internet usage) will be monitored AT ALL TIMES. Content found that is related to illegal or unethical activities will be reported to the authorities.
- 3. School staff has the right at any time to spot check student device.

#### **Home Use Rules**

- 1. Students are responsible for the care of their devices.
- 2. Each device MUST be secured in a backpack or bag while in transit.
- 3. Do not leave devices in vehicles. Computers cannot tolerate extremes in temperature.
- 4. Parents/guardians are encouraged to be 'nosy' and interact with their students about his/her work on the device.
- 5. Devices must be recharged before returning to school each day.
- 6. Devices with power cords must be carried to school every day in your laptop backpack.
- 7. If a device is stolen, the police and the school office must be notified immediately in order for the device to be traced and disabled.
- 8. If a device is lost, the school office must be notified as soon as possible.
- 9. Parents are responsible for the replacement cost of lost devices and power cords.
- 10. Parents/guardians are responsible for monitoring his/her child's use of the device at home. School policies continue to apply when using the device online at home.

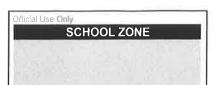
### **Algood Middle School Device Checkout Contract**

Student:

Issued by: \_\_\_\_\_

I have read and agree to the Algood Middle School Device Checkout Contract. I understand my responsibilities as a student. Violation of these policies will be subject to the loss of the use of the device as well as other disciplinary consequences as addressed in the Internet Usage Policy.
Printed Student Name:
Student Signature:
Date:
Homeroom Teacher:
Parent: I have read and agree to the Algood Middle School Device Checkout Contract. I understand my responsibilities as a parent/guardian. Violation of these policies will be subject to the loss of the use of the device as well as other disciplinary consequences as addressed in the Internet Usage Policy.  I am giving consent for my child to bring home a device.
Printed Parent/Guardian Name:
Parent/Guardian Signature:
Date:
FOR OFFICE USE ONLY
FOR OFFICE OSE ONLY
Date Issued:
Device Barcode Issued:

Student signature they received the device in good condition:



## **PUTNAM COUNTY SCHOOLS** STUDENT REGISTRATION FORM (Please Print)

Official Use Only	

Revised 03/15/11

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