



**Cumberland County Board of Education
368 Fourth Street
Crossville, TN 38555
Phone: 931-484-6135
Fax: 931-484-6491**

CCBOE Technology Usage Agreement

Procedure for Cumberland County Schools Technology* Use

- 1. Equipment is inventoried to the CCBOE employee.**
- 2.The employee MUST sign the Usage Agreement Document.**
- 3.Once signed the document is filed by the School Inventory Clerk.**
- 4.The document is valid for 1 school year and MUST be signed every year.**
- 5.A copy should be given to the CCBOE employee.**

***Technology refers to Laptop, Ipad, Chromebook, Panel**

*Dr. Rebecca Farley
Director of Schools*



*Mr. Scott VanWinkle
Board Chairman*

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CCBOE Technology Usage Agreement

School: _____

Technology Signed Out (Please list individual items and inventory numbers):

I, _____, am signing out a piece of technology that belongs to
CCBOE Personnel Name

the Cumberland County School System. I understand:

- I am fully responsible for this piece of equipment while it is in my possession.
- If the equipment is damaged (dropped, cracked, broken, stolen, liquid damaged, etc.), I will be financially responsible for the repairs.

CCBOE Personnel Signature

School Inventory Designee

Date

Date