



Mukwonago Area School District
Building Better Schools Together

District-Issued Equipment Policy Related to Damage, Loss or Theft

Effective May 1, 2017

The following guidelines are in place for district purchased technology devices which include but are not limited to PC's, laptops, tablets, iPads, Chromebooks, printers, and phones. Device replacement costs will be incurred using the guidelines below:

District Device	Liable Party	
	Student/Family/Staff	School
Intentional/vandalism	Repair Cost	
Accidental damage not covered by warranty		Repair Cost
Lost or stolen while in staff/student/family possession	Replacement Cost	
TPP Device		
Lost or stolen while in staff/student/family possession	Replacement Cost	
Damage/repair incidents - first incident	\$0	
Damage/repair incidents - subsequent incidents	\$10	
Collected when dropped off for repair		
Screen replacement - \$50 deductible	\$50	

All repairs to be processed through the I.T. Services Helpdesk.

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