

## MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 47

File: DN-1

### TECHNOLOGY PURCHASE AND REUSE

District technology such as computers, laptops, personal digital assistants and other such devices usually has a useful life of four years. Whenever a device maintains usefulness to the District's educational mission, it should be put at the disposal of the District's students and staff.

A staff member who wishes to purchase a used piece of digital equipment from the District may do so with the approval of the superintendent, if the superintendent and the technology coordinator agree that the sale is in the best interest of the District, in light of the usefulness of the equipment to students or staff and the cost of replacement. The sale price will be the original purchase price, reduced by 20% for each year since the date of original purchase. In no case shall the sale price be less than 20% of the District's original purchase price.

All software licensed to the District shall be removed, and all work product, data and files of any kind stored on digital equipment that was created by students, that contains personally identifiable information about students shall be removed. Work created by employees within the scope of their employment by the District shall be removed from any equipment before sold by the District.

Adopted: November 16, 2005