

Amanda-Clearcreek Local Schools
Use of Personal Electronic Device Agreement
for Students and Staff

A student or staff person who brings their privately owned electronic device to school is personally responsible for the equipment. Responsibility for the maintenance and repair of the equipment rests solely with the owner. Any damage to the equipment is the responsibility of the individual. No privately-owned computers or other devices defined as such may be attached to the Amanda-Clearcreek Schools network except by technology department personnel. All privately-owned computing devices attached and/or connected to the schools network are treated as school owned computers. Any device that can connect in any way to an Ethernet or wireless (802.11a/b/g/n) network is considered a computing device under this policy.

Software residing on privately owned computers must be personally owned, and up-to-date antivirus software installed.

District technology staff will not service or repair any computer not belonging to the district. No internal components belonging to the district shall be placed in any personal equipment, whether as enhancements, upgrades or replacements. No software that is deemed by the technology department to be for personal use will be supported under any circumstances. If such software interferes with district approved software or hardware, technology personnel may remove it from the computer. Any damage caused by use on the district's network is the responsibility of the owner.

The district retains the right to determine where and when privately-owned equipment may be plugged into the network. The student/staff person is responsible for the security of the equipment when it is not being used. The Amanda-Clearcreek Schools do not guarantee the privacy or security of any item stored on or transmitted by any privately-owned computers.

A privately owned computer can be connected to the district's network, including access to the internet, under the following conditions:

1. Use of the computer must adhere to the Amanda-Clearcreek Local School District's Acceptable Use Policy.
2. File storage on the network from privately-owned computers is prohibited.
3. The individual must supply all necessary hardware/software and cabling to connect to the network.
4. Personal computing devices must meet the following criteria:
 - a. Acceptable OS - Windows supported versions and Apple OS supported versions
 - b. Computer name must include user's last name. (NO nicknames)
 - c. Approved antivirus and/or security protection software installed.

As it relates to privately owned computers being used in Amanda-Clearcreek School facilities or on the Amanda-Clearcreek Schools network, wireless or otherwise, the Amanda-Clearcreek School District reserves the right to:

1. Monitor all activity while on the district's network.
2. Make determinations on whether specific uses of the computer are consistent with the district's Acceptable Use Policy.
3. Log network use by users of personal computers on the district's network.
4. Deem what is appropriate for use of personal computers on district property or on the district's network.
5. Remove the user's access to the network and suspend the right to use the privately owned computer in the district facilities at any time it is determined that the user is engaged in unauthorized activity or is violating the Acceptable Use Policy. Violation of Acceptable Use Policy on personal computers may also result in disciplinary action in coordination with policies set forth by the Amanda-Clearcreek Local Schools Board of Education. This may include but is not limited to removal of all access rights to the district's network.

Adopted: June 9, 2014

Amanda-Clearcreek Local Schools

Student/Staff Use of Personal Electronic Device Agreement

I have read and consent to the Student/Staff Use of Personal Electronic Device Agreement. I am requesting that my privately owned computing device be attached to the Amanda-Clearcreek Schools network. This contract will be reviewed by the district technology staff. Network access rights may be removed by the district technology staff. The information below must be completed by the district technology staff when the device is added to the school's network.

Please sign below and return this form to the district technology department in order for your personal device to be added to the network. After returning this form and after it is reviewed by district technology staff you will be contacted with instructions on having your personal computer added to the network.

Computing Device Information

To be completed by the staff/student:

Manufacturer/Brand: _____ Model: _____

Serial Number: _____ Other: _____

Student/Staff Name (printed) Student/Staff Signature Date

Parent's/Guardian's Name (printed) Parent's/Guardian's Signature Date

To be completed by the district technology staff:

Computer Name: _____ Username: _____

Operating System: _____ Antivirus Software Installed: _____

MAC address: _____

Technology Staff Name (printed) Technology Staff Signature Date