ELMORE COUNTY PUBLIC SCHOOLS
BYOT PROCEDURES

I.   Introduction:

In response to the increasing use of personally owned computing devices (POCD) by employees, students, and guests for Elmore County Public Schools purposes, the District has established official bring your own technology (BYOT) procedures. The purpose is to define the appropriate use and procedures for using personally owned computing devices on an Elmore County Public Schools Network.

II.   Applicability:

These procedures apply to any user who makes a wireless network connection from a POCD to the "ECPSGuest" network.

BYOT is a rapidly changing technology and Elmore County Public Schools reserves the right to modify these procedures, including eliminating all support for BYOT, at any time. Elmore County Public Schools' Office of Technology may elect to implement additional requirements or processes to safeguard the District's Computing Resources (e.g. mobile device management (MDM), enforcing separation of District data from personal data, remotely removing District data, additional registration processes, or requiring a PIN number to access systems).   The most current version of this policy will be posted on Elmore County Public Schools' website.

III.   Procedures Statement:

In order to support the BYOT model while appropriately managing Elmore County Public Schools' risk, the following procedures are established.

Risks, Liabilities, Disclaimers

Employees, students, and guests who elect to participate in BYOT accept the following risks, liabilities and disclaimers:

- At no time does the District accept liability for the maintenance, backup, or loss of data on a personal device. It is the responsibility of the equipment owner to backup all software and data to other appropriate backup storage systems.
- Persons violating these procedures may also be held personally liable for resulting damages and civil or criminal charges. Elmore County Public Schools will comply with any applicable laws regarding data loss or breach notification and may also refer suspected violations of applicable laws to appropriate law enforcement agencies.
- The District shall **NOT** be liable for the loss, theft, or damage of POCD. This includes, but is not limited to, when the device is being used for District business, on District time, or during business travel.

- Elmore County Public Schools' Office of Technology provides only limited security (content filtering) for the ECPSGuest network and at no time does the District accept liability for the security of a POCD.

User Responsibilities

Employees, students, and guests who elect to participate in BYOT must adhere to these procedures and all District policies/procedures while using a POCD device on an Elmore County Public Schools Network.   In particular, the *Student Handbook & Code of Conduct* and the *Responsible/Acceptable Use Agreement* must be followed.

Devices and Support

In general, any computing device may be connected to the ECPSGuest network provided its use does not disrupt any District Computing Resources or violate the *Responsible/Acceptable Use Agreement*. Elmore County Public Schools' Office of Technology does not provide support for POCD.

Examples of POCD support not provided include, but are not limited to:

- Troubleshooting device performance or hardware problems
- Troubleshooting software applications or cloud services
- Installing OS upgrades, OS patches, or District owned software on POCD
- Backing up device data or migrating data to a new device
- Removing malware or spyware

Security

Currently, no security restrictions (other than content filtering) or Mobile Device Management (MDM) solution have been implemented for the ECPSGuest network. However, Elmore County Public Schools reserves the right to implement such restrictions or solutions.

Elmore County Public Schools' Office of Technology may perform security scans against any personally owned device that accesses Elmore County Public Schools' networks in accordance to the *Responsible/Acceptable Use Agreement*. The Office of Technology may, without notification, prevent or ban POCD which disrupt any District Computing Resources or are used in a manner which violates any District policies and/or procedures.

Last Updated – August 2015

*Developed based on TCU BYOD Policy