

LARAMIE COUNTY SCHOOL DISTRICT #2

STAFF BRING YOUR OWN DEVICE (BYOD) AGREEMENT

The purpose of this agreement is to allow employees of LCSD#2 to connect their personal device(s) to the LCSD#2 network. All employees will adhere to the LCSD#2 Acceptable Use Policy. This agreement must be signed before the employee will be granted access to Internet and e-mail services on their own device. Failure to comply with these terms will result in discontinued access to LCSD#2 network services on personally-owned devices.

Employee Responsibilities:

It is the responsibility of the employee to use LCSD#2 Internet access and e-mail services for educational uses in accordance with LCSD#2 Acceptable Use Policy. Employees are responsible for their own system, virus, security and software updates. Employees are responsible for their own troubleshooting and maintenance of devices. Employees are responsible for their own personal data. Employees will report immediately to the appropriate building Technology Specialist if a personal device has become lost and or if any LCSD#2 data has become compromised. Employees should be aware that the LCSD#2 Technology Department will attempt a remote wipe of their personal device when a potential loss of data occurs. Remote wiping of a personal device could result in loss of personal data. Employees are responsible for initially entering the appropriate network access password, and when the network password changes, employees are responsible for making the change on their own device(s). Employees are responsible for entering the appropriate network connections onto their device(s) for accessing the district's e-mail system after the information is provided to them.

Technology Department Responsibilities:

It is the responsibility of the technology department to assist in connection of personal devices to the LCSD#2 Internet and e-mail services, as time permits. The technology department will provide the appropriate network password to connect to the network. The technology department will provide the employee with network addresses to connect to e-mail services. The technology department will perform remote wiping of device in the event of data compromise or if the device becomes lost.

By signing this agreement, I agree to the above terms and conditions:

Employee Signature: _____

Date: _____

Approved: February 11, 2013

Revised: December 11, 2017