

LAMPETER-STRASBURG SCHOOL DISTRICT

Lampeter, Pennsylvania 17537

MOBILE TECHNOLOGY DEVICES (DISTRICT OWNED)

PURPOSE AND DEFINITION

Lampeter-Strasburg School District is committed to the use of technology in supporting both the instructional program and District business operations. Lampeter-Strasburg School District is also committed to protecting students, employees, and stakeholders from illegal, inappropriate, and damaging technology use by individuals, either knowingly or unknowingly. It is the purpose of this policy to define the appropriate use of Lampeter-Strasburg School District mobile technology devices. Mobile technology devices are defined as notebooks, laptops, netbooks, computers, personal digital assistants, cell phones, smartphones, tablets, iPads, iPods, Nooks, Kindles, eReaders, wireless access points, wireless devices, digital cameras, video cameras, and any other mobile electronics that may be carried on a person.

POLICY

Mobile technology devices owned by Lampeter-Strasburg School District are to be used for school-related business as a productivity tool, curriculum enhancement tool, and for school-related research and communications, solely by employees and students who have been issued such Devices by the District. Mobile technology devices are the property of Lampeter-Strasburg School District. Upon termination of employment or leave-of-absence, employees shall return any mobile technology devices that were provided to them by the Technology Department

Employees and students (“end-users”) who are issued mobile technology devices will abide by the following terms:

1. Employee or student assumes sole responsibility for the safety and security of the mobile technology device. Damage or theft on or off of school property will be the individual end-user's responsibility. It is recommended that the end-user verify that personal insurance coverage exists to cover equipment damages that may occur.
2. All software installations and configuration changes will be completed by District technology staff in accordance with the guidelines of the Technology Department. Downloading of mobile applications shall be done in consultation with the Technology Department staff verifying compatibility and acceptable level of service to the end-user.
3. The Acceptable Use Policy applies to the use of all mobile technology devices and accessories both on and off school property. Employees and students are required to have a signed Acceptable Use Policy before mobile technology devices will be issued. Employees and students must comply with all aspects of the Acceptable Use Policy.
4. Problem resolution and troubleshooting resulting from personal Internet Service Providers will be at the discretion of the Technology Department.
5. End-users assume all responsibly for the safety, security, and confidentiality of all content (files, documents, etc.) on mobile technology devices.
6. Lampeter-Strasburg School District reserves the right to audit, examine, monitor, or recall mobile technology devices at any time and for any reason.

7. The Lampeter-Strasburg School District Technology Department will facilitate all repairs to mobile technology devices. No outside vendors or other individuals are authorized to make repairs to any District-owned mobile technology devices.

CONSEQUENCES FOR INAPPROPRIATE

Failure to follow the procedures and prohibitions listed in this policy may result in the loss of the right to use technology devices, loss of access to network resources, e-mail privileges and appropriate disciplinary action up to and including termination of employment, for employees, and expulsion, for students. The user, whether a student or employee, shall be responsible for damages to equipment, systems, or software resulting from deliberate or willful acts. Illegal use of any technology device or products, such as intentional deletion or damage to files or data belonging to others, copyright violations, or theft of services may be reported to the appropriate legal authorities for possible prosecution. The School District reserves the right to remove a user account from the network to prevent unauthorized or illegal activity.

Employees who violate this policy may be disciplined up to and including termination of their employment.

Students who violate this policy may be disciplined up to and including expulsion from school.

The use of technology, the Internet, and e-mail is a privilege, not a right. School District administrative staff, along with the technology administrator, will deem what is appropriate and inappropriate use, and their decision is final.

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MOBILE TECHNOLOGY DEVICES (DISTRICT OWNED) AGREEMENT

I accept, understand, and agree to abide by Lampeter-Strasburg School District's Mobile Technology Devices policy. I understand that use of mobile technology devices is a privilege and not a right. I agree that I have no expectation of privacy and no right to privacy when I use Lampeter-Strasburg School District's mobile technology devices. I understand that my use of District mobile technology devices is subject to monitoring and review without cause and without notice, and I consent to the monitoring and review of all aspects of my use of Lampeter-Strasburg School District's mobile technology devices. I understand that any conduct that is in conflict with these responsibilities is inappropriate and may result in termination of my access to mobile technology devices, termination of access to the Internet and e-mail, and disciplinary action and/or legal action. I understand that Lampeter-Strasburg School District makes no assurances of any kind, whether expressed or implied, regarding the reliability of any mobile technology devices. I further understand that the use of any information obtained via mobile technology devices is at my own risk, that Lampeter-Strasburg School District specifically disclaims responsibility for the accuracy, reliability, and quality of such information, and that Lampeter-Strasburg School District is not responsible for any damage or loss which I suffer.

Staff/Student Full Name (print): _____

Staff/Student Signature: _____

Date: _____

Building: _____

Parent/Guardian signature is required if the above is a student.

Parent/Guardian Full Name (print): _____

Parent/Guardian Signature: _____

Date: _____