

# BYOD (Bring Your Own Device) Guidelines



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# BYOD Program

## **BYOD Program Overview**

Washtenaw Intermediate School District is dedicated to delivering the necessary services to maximize learning and efficiency by integrating technology into academic content. Access to the Internet will be provided by a BYOD only network, which is part of the wireless network controlled by the WISD. While on this network, all students, staff, and guests are expected to adhere to the Technology Acceptable-Use-Agreement, as well as any applicable classroom, building, and rules of conduct. Additionally, in compliance with the Children's Internet Protection Act (CIPA), the WISD will filter inappropriate content for users connected to the BYOD network.

The BYOD network is for educational purposes only. Educational purposes are defined as classroom activities, research, career development; activities related to WISD approved functions and events, etc. Inappropriate network activities include, but are not limited to those deemed lewd, profane, obscene, vulgar, or threatening in content or in communication. Other activities that are not appropriate include torrents, streaming of non-educational movies, or other high-bandwidth functions.

Harassment, humiliation, and threatening actions are not tolerated (i.e. cyber-bullying). Any reasonable suspicion of cyber-bullying is subject to disciplinary action including the involvement of law enforcement and seizure of your BYOD device.

## **Connecting to BYOD Network**

The "WISD-Guest" and "WISD-Public" networks are the only acceptable wireless networks for non-District owned, BYOD devices to be connected to. To connect to "WISD-Guest," inquire with the point person in each building about the "Guest" credentials, which change periodically. Connection to the "WISD-Public" is only available in the main WISD building in the conference center area. To connect to this network, you must provide a valid, current email address. This network is regularly monitored. Bandwidth and connection time will be applied. Updates to applications or operating systems are prohibited.

## **Theft, Loss, Damage, and Seizure**

Washtenaw Intermediate School District is not responsible for any theft, damage, or loss of any non-District device or information that may be contained on such a device. It is the responsibility of the owner of the device to ensure that the device is safe and secure. Reasonable

suspicion of criminal behavior while connected to the BYOD network may result in seizure of your device by the appropriate personnel including law enforcement and other litigious parties.

## **Fees**

Washtenaw Intermediate School District is not responsible for any fees that may be accrued on any personal technology while connected to the BYOD network. All fees and charges related to texting or Internet use on any BYOD device is the sole responsibility of the owner.

## **Printing**

There is currently no printing available on the BYOD network.

## **FAQs for Students**

### **Do I need to have anti-virus software on my laptop or other applicable device?**

Yes. Students and staff will need to install appropriate anti-virus software on their device(s) before connecting it to the BYOD network. If your device is found to be causing harm on the network, you will be asked to disconnect. Remediating computer virus infection or other computer issues that impact the network are the sole responsibility of the owner. For Internet safety and tips go to: <http://wash.k12.mi.us/techservices/internetsafety.php>

### **Do I have to register my laptop, smartphone, or other technology with school administrators or teachers?**

No. However, remember it is up to the classroom or building policy as to when and whether you can use your technology.

### **If I cannot get connected to the student BYOD network, who do I call?**

Support for student-owned devices is the responsibility of the owner. WISD staff is not responsible for technical issues. Also, there may be someone in your class who can help. In the settings menu of your device, there is usually an icon for a network, go to this icon and select BYOD from the list of networks to join. Always consult your device's owner's manual or "Help" menu for exact directions on how to access a wireless network.

### **Can I access Facebook or other social media on my device?**

Connectivity to the wireless network is just like connecting to the District network when it comes to sites you can access. It is important to remember that even though you are using your personal technology, you must comply with the District's Student Technology Acceptable Use

Policy (AUP). Policy on what sites you are allowed to access may vary and change overtime.

The AUP can be located at:

[http://wash.k12.mi.us/indexpages/deptindex.php?deptid=8#Tech\\_Forms](http://wash.k12.mi.us/indexpages/deptindex.php?deptid=8#Tech_Forms)

### **Can I use my device in all of my classes?**

That is up to the teacher of each of your classes. Even if you are often allowed to use the device on a regular basis, there are times that you may not be able to use your device.

### **Will I be able to charge my device at school?**

There are limited power outlets depending on building and room. Due to safety concerns, you may be asked to unplug your device. That being said, students should make it a priority to make sure their devices are fully charged before coming to school.

### **I have a data plan from a service provider that allows Internet access without using the BYOD network. Is this allowed?**

Students should not access the Internet through any cellular data provider while on school premises as it is unfiltered.

### **Am I still held accountable for the Student Technology Acceptable-Use Policy that I signed even though this is my own personal device?**

Yes. Your signed AUP remains in fully effect even when you are using your own laptop, smartphone, tablet, or other digital communication device. Each time you attempt to access the network at school, you are expected to abide to the Terms and Conditions of the Student Technology AUP. Violating the Student Technology AUP may constitute an immediate withdrawal of network privileges and/or other remediating steps as determined by the appropriate staff.

## **FAQs for Parents**

### **If my student uses their own technology at school, will they be able to access things they normally cannot while using District technology?**

Anyone connecting to the Washtenaw Intermediate School District wireless network will be filtered in the same way as using WISD-owned technology.

**Since the District is promoting BYOD, does that mean that I have to buy my child a laptop or smartphone or another technology device?**

No. This is simply allowing those students who have technology the option to bring it to school with the permission of the teacher(s) to be used for instructional purposes.

**What if I do not want my child to use the Internet?**

If your child does not choose to sign the AUP then they will not be allowed on the Internet. Simply instruct your child in this manner and please contact your child's teacher and administration to make them aware of this request.

**What if my child's laptop or other technology device is stolen?**

Washtenaw Intermediate School District is not responsible for any damage or theft of student-owned devices. Keeping track of the device's serial number, model and type at home is suggested. Theft or vandalism of any kind should be reported immediately to a School Building Administrator so he/she can take the appropriate steps.

**What are the building/classroom rules for using student-owned devices including phones?**

Teachers will make the final decisions for any technology used in their classrooms; student-owned devices would be no different. It will be up to the individual classroom teachers to communicate their expectations to students and parents. Feel free to contact your child's teacher(s) or School Building Administration for his/her expectations.

**Does the District have an Acceptable Use Policy for technology?**

Yes, all students are required to read and sign a Student Technology Acceptable Use Policy (AUP) in order to use District technology and technology related services. To view the Student Acceptable Use Policy goes to:

[http://wash.k12.mi.us/indexpages/deptindex.php?deptid=8#Tech\\_Forms](http://wash.k12.mi.us/indexpages/deptindex.php?deptid=8#Tech_Forms)

**FAQs for Teachers**

**Am I required to let students use their phones and laptops in my classroom?**

No, we encourage teachers to incorporate technology into everyday teaching. However, it is completely up to the individual classroom teacher as to whether students may use their technology.

**If my students have trouble connecting to the BYOD network or using their own technology, is it up to me to help?**

No. Students that experience trouble with their own technology should try to work it out using their user manuals, help menus, or on their own. WISD staff is not responsible or expected to provide support for student-owned devices. However, you are welcome to help if you choose, but it is not a staff member's responsibility to ensure that student-owned technology is functioning properly. If you choose to help, it should not impact the classroom environment.

**If students use their own technology, will they be able to get to sites that aren't allowed in school?**

No. Anyone connecting to the BYOD network (students, parents or staff) will be filtered just as they would be using WISD-owned devices.

**What if a student is using his/her device inappropriately, i.e., accessing sites that aren't educationally related, texting friends during school hours, bullying, etc.?**

The same disciplinary actions apply to those bringing BYOD devices, as using school-owned devices. It would be good to periodically remind students about being good digital citizens when using technology.

**What should I do if one of my student's devices is damaged or stolen?**

Any theft or damage issues should be handled as you normally would in your school building. It would be good to remind students to keep a record of their device's serial number just in case a theft occurs.

**Am I allowed to use my own personal computer or other technology device on the BYOD network?**

Yes. Please note though that building printers will not be accessible with your personal device(s) as this time. Finally, remember that your signed Staff AUP remains in effect even when you are using your personal laptop, smartphone, etc., on district technology services.

**FAQs for Staff**

**Am I allowed to use my own personal computer or other technology device on the BYOD network?**

Yes. Please note though that building printers will not be accessible with your personal device(s) as this time. Finally, remember that your signed Staff AUP remains in effect even when you are using your personal laptop, smartphone, etc., on district technology services.

**Do I need to have anti-virus software on my laptop or other applicable device?**

Yes. Students and staff will need appropriate anti-virus software on their device(s) before connecting it to the BYOD network. If your device is found to be causing harm on the network, you will be asked to disconnect. Remediating computer virus infection or other computer issues that impact the network are the sole responsibility of the owner.

**Am I still held accountable for the Staff Technology Acceptable-Use Policy that I signed even though this is my own personal device?**

Yes. Your signed AUP remains in fully effect even when you are using your own laptop, smartphone, tablet, or other digital communication device. Each time you attempt to access the network, you are expected to abide to the Terms and Conditions of the Staff Technology AUP. Violating the Staff Technology AUP may constitute an immediate withdrawal of network privileges and/or other remediating steps as determined by the appropriate staff. The Staff AUP can be found at [http://wash.k12.mi.us/indexpages/deptindex.php?deptid=8#Tech\\_Forms](http://wash.k12.mi.us/indexpages/deptindex.php?deptid=8#Tech_Forms)

**If I cannot get connected to the BYOD network, who do I call?**

Support and maintenance for staff-owned devices is the responsibility of the owner. WISD Technology staff is not responsible for technical issues on these devices. In the settings menu of your device, there is usually an icon for a network, go to this icon and select BYOD from the list of networks to join. Always consult your device's owner's manual or "Help" menu for exact directions on how to access a wireless network.