

NEW POLICY – VOL. 10, NO.1

**UTILIZATION OF THE DISTRICT’S WEBSITE AND REMOTE ACCESS
TO THE DISTRICT’S NETWORK RESOURCES**

Access to the District’s Website

The Board encourages employees, parents, students, and community members to check the District’s website regularly for changes to these resources and for the addition of other resources. Some resources may require a user name and password, or a login procedure due to the personally identifiable nature of the information provided through that resource (i.e., the gradebook program and e-mail system).

Access to the District’s Network Resources

Board members, District employees, students, as well as contractors, vendors, and agents of the District are permitted to use their personally-owned or District-owned computer or workstation and/or web-enabled devices of any type to remotely (i.e. away from District property and facilities) access the District’s resources. This policy is limited to remote access connections that are used on behalf of or for the benefit of the District, including, but not limited to, reading or sending e-mail, reviewing District-provided intranet web resources, and completing assigned coursework.

Each individual granted remote access privileges pursuant to this policy must adhere to the following standards and regulations:

- A. The individual’s computer/device must have, at the minimum, the anti-virus software specified in the District’s standards for remote access and connection as appropriate.**
- B. The individual must not allow other persons, including family members, to use his user name and password to login into the network. The user may not go beyond his authorized access.**
- C. The individual’s device may not, at any time while the individual is using remote access to connect to the network, be reconfigured for the purpose of split tunneling or dual homing.**
- D. Use of the network is contingent upon the individual abiding by the terms and conditions of the District’s Network and Internet Acceptable Use and Safety policy and guidelines and the Student Code of Conduct as applicable.**

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Users may be required to sign the applicable agreement form prior to being permitted to use remote access.

Any user who violates this policy may be denied remote access connection privileges.