

Midland ISD BYOD (Bring Your Own Device) Parent, Student, and Staff Guide



WHY BYOD?

Midland ISD is committed to enhancing the educational environment through the use of tools designed to motivate, engage, and allow students and staff to increase productivity and collaboration in the classroom. It is our goal to provide students with the necessary skills to be productive, responsible users of technology in the future. Allowing students and staff to bring familiar devices from home and connect to the MISD-BYOD guest access network will facilitate learning by enabling students and staff to research and save information from the internet, collaborate via approved web-based learning management systems, create digital projects, and use instruction-enhancing mobile applications to improve concept mastery throughout the learning process.

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FILTERED-ACCESS OVERVIEW

- ❖ Access is a privilege—not a right! Students, parents, and staff sign the Network Acceptable Use Policy every year, and it is presumed each person who signs the agreement will honor it. Violations will result in loss of privileges and possible disciplinary action.
- ❖ Student access to the MISD-BYOD network on campuses will be *at teacher and administrator discretion* and may only be allowed within specified timeframes and criteria.
- ❖ Once the MISD-BYOD network is enabled at each campus, all users will have internet access that is *filtered for content at the student level* when connecting personal technology devices.
- ❖ Users will not have access to district network drives while using MISD-BYOD, but will be able to utilize approved cloud storage services.
- ❖ Network printers will not be available while on the MISD-BYOD network.
- ❖ Although directions for accessing the MISD-BYOD network will be provided, the technology department cannot assist with connecting personal devices to the network.
- ❖ MISD-BYOD network access will not be private, and the district reserves the right to monitor all activity on this electronic network.
- ❖ Please be aware that due to variations in network traffic, users should be aware that variations in speed and performance may occur.
- ❖ Users should backup data on personal devices frequently, as MISD cannot provide protection against data loss while using the service.

APPROVED AND RECOMMENDED DEVICES

District-Approved Devices

Please note that although the following personal devices are “approved”, not all applications function on every device. Performance varies among mobile devices.

Smart Phones	Ex: iPhones, Android & Windows Phones
Tablets	Ex: iPads, Android & Windows Tablets
E-Readers	Ex: Kindle, Nook, Kobo
Chromebooks	Ex: HP, Acer, Lenovo, Dell
Laptops	Ex: Windows, Mac Operating Systems

District-Recommended Devices

District “recommended” devices are those that have been previously tested on our campuses and provide a broader range of functionality for classroom activities. Performance varies.

Chromebooks	HP Chromebook 11/14, Dell Chromebook 11
Laptops	HP Pro, Apple MacBook (Pro/Air)
Tablets	Samsung Galaxy Tab S, Microsoft Surface 3, iPad Air

FAQ: STUDENTS

❖ How will I connect my device to the MISD-BYOD network?

Users will go to their wifi settings and choose “Guest Access”. No password is needed. Next, the user must accept the terms of use before proceeding to connect to the Midland ISD Network. You can see a copy of the agreement below.

Midland ISD is providing wireless connectivity as a guest service and offers no guarantees that any use of the wireless connection is in any way secure, or that any privacy can be protected when using this wireless connection. Use of MISD’s wireless connection is entirely at the risk of the user, and MISD is not responsible for any loss of any information that may arise from the use of the wireless connection, or for any loss, injury, or damages resulting from the use of the wireless connection. Students and staff who do not accept the terms of service will not be able to access the MISD Guest Network. Administrators and faculty may examine a student’s personal device to review files and messages to maintain system integrity and ensure that users are acting responsibly.

❖ How often can I use my device?

The teacher will make the decision when use of devices is appropriate to instruction. If he or she has not given you permission to use the device, you may not use it in that classroom.

❖ I’m having trouble connecting my device to the network. Can I get help from MISD staff?

NO. Unfortunately, due to limited staffing and liability concerns, MISD staff cannot assist with troubleshooting connectivity issues on personal devices. Please refer back to the instructions for connecting as well as your owner’s manual and retrace your steps to see if you can successfully resolve the problem.

FAQ: STUDENTS

- ❖ **My personal device was lost, stolen, or damaged when I brought it to school. What should I do?**

MISD is not responsible for lost, stolen, or damaged personal devices. While bringing these to school can be beneficial, there are certain risks involved. You should contact a school administrator anytime a theft occurs to make them aware of the situation, and it is always a good idea to record serial numbers of personal devices in case of theft.

- ❖ **Why am I filtered on my own device?**

The Children's Internet Protection Act (CIPA) requires all network access to be filtered while at school. When you connect your device to a network that belongs to the school, you will be filtered accordingly.

- ❖ **If this is my personal device, am I still held accountable for the Network Acceptable Use Policy (NAUP)?** (You can review this policy here: <http://www.midlandisd.net/nau>)

YES. The NAUP applies to any device (personal or district-owned). Violation of the NAUP would also be a Student Code of Conduct violation, subject to disciplinary action.

FAQ: PARENTS



How will my child connect their device to the MISD-BYOD network?

Users will go to their wifi settings and choose “Guest Access”. No password is needed. Next, the user must accept the terms of use before proceeding to connect to the Midland ISD Network. You can see a copy of the agreement below.

Midland ISD is providing wireless connectivity as a guest service and offers no guarantees that any use of the wireless connection is in any way secure, or that any privacy can be protected when using this wireless connection. Use of MISD’s wireless connection is entirely at the risk of the user, and MISD is not responsible for any loss of any information that may arise from the use of the wireless connection, or for any loss, injury, or damages resulting from the use of the wireless connection. Students and staff who do not accept the terms of service will not be able to access the MISD Guest Network. Administrators and faculty may examine a student’s personal device to review files and messages to maintain system integrity and ensure that users are acting responsibly.



Is my child required to bring a personal device to school, and if they do not, will it affect his or her grades?

NO. Use of the MISD-BYOD network access is optional, and your child will not be required to bring a personal device to school. Although technology supplements classroom instruction, the use or non-use of it has no bearing on your child’s grades.



Will my child be allowed to use a personal device in every class?

YES. However, the teacher has the authority to determine when use of devices is appropriate in his or her classroom. If he or she has not given students permission to use the device, students may not use it in that classroom. Teachers will establish and communicate guidelines for acceptable use of personal devices in their classrooms.

FAQ: PARENTS (Continued)

- ❖ **We're having difficulty connecting my student's device to the network. Can we get help from MISD staff?**

NO. Unfortunately, due to limited staffing and liability concerns, MISD staff cannot assist with troubleshooting connectivity issues on personal devices. Please refer back to the instructions for connecting as well as your owner's manual and retrace your steps to see if you can successfully resolve the problem.

- ❖ **My child's personal device was lost, stolen, or damaged when brought to school. What should I do?**

MISD is not responsible for lost, stolen, or damaged personal devices. While bringing these to school can be beneficial, there are certain risks involved. You should contact a school administrator anytime a theft occurs to make them aware of the situation, and it is always a good idea to record serial numbers of personal devices in case of theft.

- ❖ **Will I need to install or purchase any software for my student to use their device?**

The Children's Internet Protection Act (CIPA) requires all network access to be filtered while at school. When your child connects their device to the school network, it will be filtered. Although virus protection or tracking software are useful, they aren't required.

- ❖ **Will my child be able to electronically communicate and store information while using the MISD-BYOD network access?**

YES. In most cases, secondary students will have school-issued, monitored Google accounts that will be used for collaboration and sending/receiving/storing assignments. Currently, only 7th -12th grade students will be issued an email address. Communication will be restricted so that students cannot send/receive files outside the district. These accounts will also be accessible from home if you have internet access.

- ❖ **If this is a personal device, will my child still be held accountable for the Network Acceptable Use Policy (NAUP)?**

YES. The NAUP applies to any device (personal or district-owned). Violation of the NAUP would also be a Student Code of Conduct violation, subject to disciplinary action.

(You can review this policy here: <http://www.midlandisd.net/nau.>)

FAQ: STAFF

❖ **How will I or my students connect their devices to the MISD-BYOD network?**

Users will go to their wifi settings and choose “Guest Access”. No password is needed. Next, the user must accept the terms of use before proceeding to connect to the Midland ISD Network. You can see a copy of the agreement below.

Midland ISD is providing wireless connectivity as a guest service and offers no guarantees that any use of the wireless connection is in any way secure, or that any privacy can be protected when using this wireless connection. Use of MISD’s wireless connection is entirely at the risk of the user, and MISD is not responsible for any loss of any information that may arise from the use of the wireless connection, or for any loss, injury, or damages resulting from the use of the wireless connection. Students and staff who do not accept the terms of service will not be able to access the MISD Guest Network. Administrators and faculty may examine a student’s personal device to review files and messages to maintain system integrity and ensure that users are acting responsibly.

❖ **Can I require students to bring a personal device to school, and if they do not, will it affect his or her grades?**

NO. Use of the MISD-BYOD network access is optional, and students will not be required to bring a personal device to school. Although technology supplements classroom instruction, the use or non-use of it has no bearing on a student’s grades. Please be certain to accommodate these situations when planning lessons.

❖ **Am I required to allow the use of personal devices in my classroom?**

The teacher has the authority to either allow or not allow the use of personal devices in his or her classroom, when it is not appropriate for instruction. Teachers will establish and communicate guidelines for acceptable use of personal devices in their classrooms.

❖ **If I or my students have difficulty connecting personal devices to the network, can we get help from MISD technology staff?**

NO. Unfortunately, due to limited staffing and liability concerns, MISD staff cannot assist with troubleshooting connectivity issues on personal devices. Please refer back to the instructions for connecting as well as your owner’s manual and retrace your steps to see if you can successfully resolve the problem.

FAQ: STAFF (Continued)

❖ **How do I handle lost, stolen, or damaged personal devices, including my own?**

MISD is not responsible for lost, stolen, or damaged personal devices. While bringing these to school can be beneficial, there are certain risks involved. You should contact a school administrator anytime a theft occurs to make them aware of the situation, and it is always a good idea to record serial numbers of personal devices in case of theft.

❖ **How do I report misuse of technology (ie bullying, accessing inappropriate material)?**
Report any infractions resulting from the misuse of personal devices to an administrator at your campus. It will be dealt with in accordance with the Student Code of Conduct.

❖ **Will district-purchased software programs work on personal devices?**

Not always. If it is a web-based program and compatible with the mobile device, it may work on a personal device. If the program requires an installation of software, it will not be able to be used on a personal device, due to licensing and liability requirements.

❖ **If students connect their personal devices to their provider's cellular service rather than the MISD-BYOD network, is this a violation of the NAUP?**

NO. However, using technology to access inappropriate material is a violation of the Student Code of Conduct and the Network Acceptable Use Policy.

❖ **Can I connect my own personal device to the MISD-BYOD network?**

YES, but remember that the MISD-BYOD access is filtered with student filtering, meaning you may not be able to access all websites you can on district-owned devices.

❖ **If this is my personal device, am I still held accountable for the Network Acceptable Use Policy (NAUP)?**

YES. The NAUP applies to any device (personal or district-owned) for staff and students.

(You can review this policy here: <http://www.midlandisd.net/nau>)

Google Apps for Education (GAPE)

Google Apps for Edu is available to 2nd – 12th grade students and includes Google Classroom, a free suite of productivity tools including Google Drive and Docs.

Classroom is designed to help teachers create and collect assignments paperlessly, including time-saving features such as the ability to automatically make a copy of a Google Document for each student. It also creates Drive folders for each assignment and for each student to help keep everyone organized.

Students can keep track of what's due on the Assignments page and begin working with just a click. Teachers can quickly see who has or hasn't completed the work, and provide direct, real-time feedback and marks from within Classroom. E-mail is provided in grades 7-12.

Student E-mail

Midland ISD provides e-mail for our students in grades 7 – 12. This will enhance the Google Classroom experience, while allowing students access to a workforce skill within the classroom. Students will only have access to sending and receiving email to other users at midlandisd.net and very specific domains that are academically appropriate, such as google.com, fafsa.gov and email addresses that end with .edu. Students will not be able to send or receive emails from users with an @gmail.com or @yahoo.com account.

Providing email to our students in grades 7-12 will provide a great opportunity to teach students the importance of digital citizenship and that digital activity is always traced. Should a student violate the Network Acceptable Use Policy they may lose his/her e-mail privileges and face other disciplinary action per the student code of conduct. Since the Network Acceptable Use Policy mentions email usage for students, there is no need to do anything further if you have a student in grades 8-12. However, parents of 7th graders will receive a separate permission form to fill out for their students. If you have any further questions please feel free to email misdwebmaster@midlandisd.net.

Monitoring of Account Activity

In order to ensure student activity is adhering to the network use agreement there are several options to monitor accounts. Staff members have the ability to lock down student accounts. In addition to locking account, the entire revision history of a document is stored within each Google document. Also, all student files are stored in Google Vault, and can be viewed even if the file has been deleted, if there is a concern over misuse. Midland ISD will an email monitoring program in place for our students called Securly. This program will monitor student email at all times and has a proven track record of providing a secure environment while allowing students to connect with others safely in their educational environment. Securly will monitor students' emails for a variety of things including acts of cyber-bullying and language referencing self-harm, for example. More information about Securly can be found at:

<https://www.securly.com/>