

REMOTE ACCESS TO THE CORPORATION'S NETWORK

Access to the Corporation's Website (www._____) is encouraged.

~~The following resources shall be available on the Corporation's website:~~

- ~~(+) the Corporation's calendar of events~~
- ~~(+) (gradebook program)~~
- ~~(+) (required State report)~~
- ~~(+) Board agendas and minutes~~
- ~~(+) _____~~
- ~~(+) _____~~

~~The Board encourages employees, parents, students, and community members to check the Corporation'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 (e.g., the gradebook program and e-mail system). If a user name and password, or login procedure, is necessary to access a resource, information shall be provided on the website explaining who is eligible for a user name and password, how to obtain a user name and password, and detailed instructions concerning the login process.~~

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Access to the Corporation Network through Server

[NOTE: Please choose one (1) of the following options.]

~~Option #1~~

~~[] Board members,~~

~~[] Corporation employees,~~

~~[] Students,~~

~~() as well as~~

~~() contractors,~~

~~() vendors,~~

~~() agents~~

~~of the Corporation,~~

~~are not permitted to use their personally owned or Corporation-owned computer or workstation~~

~~() and/or web-enabled devices of any type~~

~~to remotely (i.e. away from Corporation property or facilities) access the Corporation's server and connect to the Corporation's Network.~~

~~[] Any exceptions to this policy must be approved in advance, in writing, by the Superintendent.~~

[END OF OPTION #1]

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Option #2

- ☐ Board members
- ☐ Corporation employees
- ☐ Students

☐ , as well as

☐ contractors,

☐ vendors,

☐ agents

of the Corporation,

are permitted to use their personally owned or Corporation owned computer or workstation

☐ and/or web-enabled devices of any type

to remotely (i.e. away from Corporation property and facilities) access the Corporation's server and thereby connect to the Corporation's Network. This policy is limited to remote access connections that are used to do work on behalf of or for the benefit of the Corporation, including, but not limited to, reading or sending e-mail and reviewing Corporation 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. his/her device computer/device must have, at the minimum, the anti-virus software specified in the Corporation's standards for remote access and connection~~

~~B. the individual may only access the Network using his/her assigned user name and password~~

~~The individual must not allow other persons, including family members, to use his/her user name and password to login into the Network. The user may not go beyond his/her authorized access.~~

~~C. his/her device may not be connected to any other network at the same time s/he is connected to the Network, with the exception of personal networks that are under the complete control of the user~~

~~D. the individual may not access non-Corporation e-mail accounts (e.g. Hotmail, Gmail, Yahoo, AOL, and the like) or other external resources while connected to the Network~~

~~E. his/her 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~~

~~F. use of the Network is contingent upon the individual abiding by the terms and conditions of the Corporation's Network and Internet Acceptable Use and Safety policy and guidelines~~

~~Users may be required to sign the applicable agreement form (Form 7540.03 F1 or Form 7540.04 F1) prior to being permitted to use remote access.~~

~~Additional standards and regulations for remotely accessing and connecting to the Corporation network shall be developed and published in AG 7543 – Standards and Regulations for Remote Access and Connection.~~

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

[END OF OPTION #2]

~~Any employee who violates this policy may be disciplined, up to and including termination; any () **contractor** () **vendor** () **agent** who violates this policy may have his/her contract with the Corporation terminated; and () **any student who violates this policy** may be disciplined up to and including suspension or expulsion.~~

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