Provo City School District

Policy Series 4000: Curriculum, Instruction, Assessment

Policy No. 4204

Technology Security

The Provo City School District Board of Education supports secure network systems in the district, including security for all personally identifiable information that is stored on paper or stored digitally on district-maintained computers and networks. This policy supports efforts to mitigate threats that may cause harm to the district.

The district will ensure reasonable efforts will be made to maintain network security. Data loss can be caused by human error, hardware malfunction, natural disaster, security breach, etc., and may not be preventable.

All persons who are granted access to the district network and other technology resources are expected to be careful and aware of suspicious communications and unauthorized use of district devices and the network. When an employee or other user becomes aware of suspicious activity, he/she is to immediately contact the technology department with the relevant information.

This policy and procedure also covers third party vendors/contractors that contain or have access to PCSD critically sensitive data. All third party entities will be required to sign the Restriction on Use of Confidential Information Agreement before accessing our systems or receiving information.

The board directs the superintendent to develop procedures to support this policy. Professional development for staff and students regarding the importance of network security and best practices is to be included in the procedures. The procedures associated with this policy are consistent with guidelines provided by cyber security professionals worldwide and in accordance with Utah Education Network. The board supports the development, implementation and ongoing improvements for a robust security system of hardware and software that is designed to protect PCSD's data, users, and electronic assets.

Approved by Board of Education: May 12, 2015