

Title: Wireless Networks/Access Points

Effective Date: January 1, 2008

Last Updated: March 12, 2008

Definitions:

This policy focuses primarily on wireless network access points, or “devices”, which are commonly used throughout the district to enable wireless-capable computers to connect wirelessly to the district network. The acronym “WAP” is used interchangeably in this document, and may either refer to a particular methodology or protocol in regards to wireless networks, or a physical device or point that is employed to allow wireless access to a network.

Policy:

All Wireless Network Access Points (devices, including wireless routers) must comply with District standards and be configured and installed by the IT Department. The self-deployment, third-party deployment, configuration, or installation of any wireless access point or router procured via donation, electronic/department store purchase, or of a personal property nature are strictly prohibited, and subject to immediate removal by the IT Department.

Only the devices shown on the following list are authorized for purchase for both school site and department use, and must be configured and installed by the IT Department via an IT Service Request.

Visit the *Educational Technology home page* (<http://www.edtech.sandi.net/>) / *Price List* / *Wireless Access Points*. (Registration required to view.)

Reasoning:

The IT Department is solely responsible for a standardized WAP security configuration to protect against individuals gaining illegal access to District networks. The district wide area network infrastructure and network attached devices are the responsibility of the IT Department for reasons of security and district application stability. The impacts of having wireless access points opened or “not configured/secured” properly are as follows:

- Anyone in range of the wireless access point with wireless network capable device would be able to log in to your local area network (LAN); once on your LAN, they also have access to the district’s wide area network (WAN).
- The campus or department network would be open and vulnerable to undesirable virus, SPAM, hacking activity, or denial of service attacks.
- Such activity can disrupt not only your LAN and your day-to-day work, but also the entire District WAN.
- The possibility also exists of exposing student data that might be on your computers to criminal activity.

The IT Department would not be able to respond to any of the above-mentioned issues caused by unauthorized WAP devices in a timely manner.

Process:

To arrange for a WAP installation, please submit an IT Service Request via the IT Help Desk at 619 725-7500.

Alternately, users may submit a paper Service Request via <http://sandi.net/it/docs/ITSR.pdf>

The Service Request must be submitted with the appropriate signatures and budget information for a wireless site survey. The IT Department will schedule on a first come, first serve basis. After the site survey, the IT Department will provide the procurement information for the site to order the equipment with delivery instructions. After equipment arrives and is delivered to the IT Department the hardware will be configured and scheduled for installation.

Additional Information:

All non-configured/non-secured wireless access devices or routers must be reported to the IT Department for control and tracking purposes. Failure to comply with IT policy can subject sites or departments to network services interruption and/or individual disciplinary actions. The IT Department will occasionally conduct sweeps of wireless networks to ensure there are no rogue access points present.

Exceptions to devices found on the Educational Technology web sites' Price List may consist of previously approved devices, such as Apple brand AirPort Base Stations. The Price List is subject to change, and in previous years we have changed our standards on what manufacturers/vendors are recommended. Certain older wireless access points are no longer recommended for purchase; however, the IT Department may continue to support previously approved devices, such as older AirPort Base Stations, at the department's discretion. Please note that the IT Department will not repair or replace wireless access devices that are out of warranty. Replacement will be the responsibility of the customer.

All Donated and/or Vendor supplied WAP devices or routers must be reported and their deployment coordinated with the IT Department for proper configuration and installation. Donated WAP devices are to be delivered to the IT Department for compliance discovery first; configuration, LAN placement specifications, and installation arrangements will follow if deemed appropriate.

There are no exceptions to the self-installation and/or self-configuration (or non-configured) use of any wireless access device or router. All such devices must be pre-approved, configured, and installed by IT. All non-configured/non-secured wireless access devices or routers that have been installed in your campus or department on the district's network should be removed as soon as possible.

If you have a question about a particular wireless device at your site or department, or what devices are approved or not approved, please call the IT Help Desk at 619 725-7500 to initiate discovery and call-back.

Is Wireless Access right for you?

A common misconception when using wireless networking is that it is equally as fast, or faster, than a hard-wired network connection. This is simply untrue. To learn more, please visit <http://www.edtech.sandi.net/> and read the article titled “Wireless Network, Service and Equipment.”