

# MEMORANDUM OF UNDERSTANDING

Between

Systems and Technology Services, P. E. I. Department of Education

and the

Western School Board

for

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*Insert School Name Here*

Re

*Provision of service for Apple computer(s) connected to the  
Education Sector Wide Area Network (WAN)*

WHEREAS, the School has determined the need for a number of Apple computer(s) to deliver curriculum officially approved by the Department of Education; and,

WHEREAS, Systems & Technology Services (SATS) is not responsible for providing technical support for Apple computers; and,

WHEREAS, the School has determined it will be necessary for the Apple computer(s) to have Internet access; and,

WHEREAS, SATS provides Internet connectivity to the school,

NOW THEREFORE, the parties agree as follows:

## **1. General**

- a. SATS shall provide one statically assigned IP address for each Apple computer;
- b. SATS shall provide Internet content filtering for the Apple computer(s) the same as for personal computers in the School;
- c. SATS personnel shall be responsible for the approval of the network data cabling installed for the Apple computer(s);

- d. SATS shall implement any security measures which it deems necessary to ensure that a network security breach does not occur;
- e. The School will only configure the TCP/IP protocol on the Apple computer(s);
- f. The School agrees the Apple computer(s) will be stand-alone with the IP connectivity and will not attempt to configure them as a peer-to-peer network or to allow them to authenticate to the school file server.
- g. The school agrees the Apple computer(s) will connect to a 100Mbps switch and not a hub. If multiple computers are involved, they will connect to the same switch, where physically possible. The switch must meet minimum Department of Education standards.
- h. The school agrees the Apple computer(s) will have up to date AntiVirus software installed and running at all times.

## **2. Default**

- a. The following occurrences constitute a default of the Memorandum of Understanding:
  - i. The School has intentionally submitted false or misleading information to SATS, intentionally made a false or misleading representation or failed to report required information; or
  - ii. Any term, condition or undertaking of this Memorandum of Understanding is not complied with, in any material respect.
- b. If, in the opinion of SATS or the School, a default of this Memorandum of Understanding has occurred under Section 2a, and upon notice being given to Board Staff, a 30 working day period will be granted to remedy the default.
- c. If SATS declares that a default has occurred, and has not been remedied, the following remedies may be exercised after consultation with Board Staff:
  - i. Vary the conditions of the Memorandum of Understanding;
  - ii. Terminate the Memorandum of Understanding;
  - iii. Claim against the Board any costs incurred as a result of the default.

## **3. Termination**

This Memorandum of Understanding terminates at:

- a. 30 days after receiving notice of a default and said default not having been remedied; or
- b. 45 days after a notice from either party requesting the termination of the Memorandum of Understanding.

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Sean MacIntosh, Network Operations Manager  
Systems & Technology Services  
Department of Education

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Principal

\_\_\_\_\_  
Date

\_\_\_\_\_  
Harvey MacEwen,  
Director of Business Operations  
Western School Board

\_\_\_\_\_  
Date