LCISD Technology Plan

July 2012-June 2015

LAPEER COUNTY INTERMEDIATE SCHOOL DISTRICT

School Code 44000
1996 West Oregon
Lapeer, MI 48446
Phone (810) 664-5917
Fax (810) 664-1011

Contact: Dan Allen
Phone (810) 664-1124
Fax (810) 664-1011
dallen@lcisd.k12.mi.us
http://www.lcisd.k12.mi.us/educators.htm

Serving
Almont Community Schools
Dryden Community Schools
Imlay City Community Schools
Lapeer Community Schools
North Branch Area Schools
Chatfield School

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Acknowledgements

Lapeer County Intermediate School District
Board of Education Members

Lapeer County Technology Planning Committee

Almont Community Schools
Neal Valcaniant, Technology Coordinator

Dryden Community Schools
Robert Downey, **Assistant Principal**

Imlay City Community Schools
Trevor Kaeding Technology Coordinator

Lapeer Community Schools
Nick Ward, Technology Coordinator

North Branch Area Schools
Jeff Drayton, Technology Coordinator

Lapeer County Library
Melissa Malcolm, Director

Lapeer Intermediate School District
Dan Allen, Technology Coordinator
Jim Brownrigg, Technology Support Specialist
Michelle Proulx, Special Education Director
Chuck Madden, Technical Services Coordinator
Dawn Mosher, Data Assessment, Instructional Services Manager
Dale Moore, CTE Principal

Demographics

Lapeer County Intermediate School District service area includes the following K-12 school Districts:

- ➤ Almont Community Schools
- ➤ Dryden Community Schools
- ➤ Imlay City Community Schools
- ➤ Lapeer Community Schools
- ➤ North Branch Area Schools
- ➤ The Chatfield School

Lapeer County Intermediate School District 1996 West
Oregon
Lapeer, MI 48446

Contact Person: Dan Allen
(810) 245-3988
dallen@lcisd.k12.mi.us

Facilities

Lapeer County Intermediate School District is an educational service agency committed to the delivery of quality education services requested by our local school districts, which include:

- ➤ Lapeer County Education and Technology Center
  - o Instructional Services
  - o Special Education
  - o Career and Technical Education
  - o Adult/Alternative Education
  - o Community Education

- ➤ Lapeer County Intermediate School District Administration Building
  - o Administrative Support Services

INTRODUCTION-Section 2

The Lapeer County Intermediate School District has formed a Technology Planning Committee represented by educators, administrators and technology consultants from each of the five constituent districts: Almont Community Schools, Dryden Community Schools, Imlay City Community Schools, Lapeer Community Schools, and North Branch Area Schools; and one charter school; The Chatfield School. Membership also includes public librarians, and will include representatives of private schools in the county. This committee is charged with coordinating local, state, and grant resources to implement the technology plan and to maximize a systematic approach to implementation (as opposed to a project-specific approach).

Lapeer County Intermediate School District regionally serves over 13,500 students and more than 650 educators. Our primary service area encompasses the five (5) school districts in Lapeer County, plus one (1) charter school. Other services are extended to Genesee, Oakland, Sanilac, St. Clair, Tuscola and surrounding counties.

A technology plan, which is guiding us through the 21st century, must be bold and far-reaching. In order to prepare Lapeer County students for the technology demands that will be placed upon them in an ever-changing global society, it is essential that they have access to current technology and best instructional practices from the time they enter kindergarten until they graduate. "Technology is a very large part of everyday life. Students in the K-12 system today will be exposed to technologies that we can only imagine at this time. To prepare students for future work sites, we must begin integrating technology into every aspect of education. From calculators in math, scientific probes in the lab, and e-books in language arts, students will gain an almost passive knowledge of technology tools. These tools will enable our students to break down the four walls of the classroom and become independent thinkers and learners." (Michigan Department of Education)

Of utmost consideration is the potential of technology to support high quality teaching and learning. To that end, this plan strongly supports making technology available to every classroom and all students in Lapeer County. As well as supporting the community with continuing education. In order to create technology-rich learning environments, it is our obligation to aggressively seek public and private support for local, state and federal resources, and to maximize their benefit through fiscal responsibility. We will urge our legislators (through professional association membership and personal contact) to support us in achieving our goal.

The Lapeer County Intermediate School District and its constituent districts are cognizant of the Michigan Technology Plan and the Michigan Technology Content Standards and Benchmarks as they guide the district in the development of local curriculum and instruction. Funds currently being received, and those acquired in the future, will be applied to support classroom environments emphasizing problem-solving, higher-order thinking skills and connections to the world beyond the classroom. We believe in teaching technology as a continuum, not as an end unto itself.

Lapeer County Intermediate School District
2011-12 Unaudited K-12 FTE Membership By Grade

District	K	1	2	3	4	5	6	7	8	9	10	11	12	Sp Ed	Total
Almont	132.85	72.59	97.67	116.78	144.53	100.93	124.00	127.51	132.55	123.25	122.32	135.97	151.28	42.79	1,625.02
Chatfield	52.00	51.95	52.98	50.98	51.97	53.95	50.55	50.97	32.91	0	0	0	0	0.74	449.00
Dryden	41.00	38.00	38.62	49.58	52.35	56.36	49.44	60.30	55.46	61.16	62.76	60.44	57.91	8.53	691.91
Imlay City	134.00	163.34	161.82	165.16	172.38	164.33	157.99	183.63	162.47	154.24	186.25	161.49	187.35	41.47	2195.92
Lapeer	460.27	361.74	364.33	425.99	352.68	393.28	433.66	454.72	474.21	560.33	559.44	557.29	575.13	95.24	6068.31
Lapeer ISD	0	0	0	0	0	0	0	0	0	0	0	0	0	77.43	77.43
North Branch	184.39	160.87	146.62	163.11	164.35	191.67	159.04	178.70	180.55	215.41	219.27	218.46	201.74	55.69	2439.87
Total	1004.51	848.49	862.04	971.60	938.26	960.52	974.68	1055.83	1038.15	1114.39	1150.04	1133.65	1173.41	321.89	13547.46

MISSION

The mission of The Lapeer Intermediate School District is to promote, initiate, and implement educational and support services for its constituent local districts; engage in cooperative programs with other entities; and plan, implement, and carry out programs that promote the educational, career, and service needs of the LCISD service area.

VISION-Section 3

The Lapeer County Intermediate School District and its constituent districts envision an anytime, anywhere, any pace learning environment where students are highly involved, active participants in charting the course for their own learning under the direction and guidance of an educator who orchestrates the learning experience, serving as facilitator and guide. Technology use is directed toward the acquisition and communication of knowledge in a real world setting.

GOALS-Section 3

The Lapeer County Intermediate School District's Technology Plan is developed with the intent of continuing to develop a technologically literate community through the following goals:

Goal 1
To integrate technology as a tool to have the maximum impact on teaching and learning, as well as providing instructional resources to students, educators, parents and the community.

Goal 2
To provide professional development opportunities for LCISD and local district staff to promote the effective integration of technology for 21st Century teaching, interactive learning, and assessment.

Goal 3
To enhance the delivery of curriculum for an ever changing learning environment through the use of an expanding fiber optic network.

Goal 4
To provide administrative technological systems and technical support to improve instructional and overall school operations.

In considering the technology plan goals, The Lapeer County Intermediate School District reviewed the definition of a technologically literate learner from MDE:

The State Perspective

It is a goal of the Federal Government, as stated in "No Child Left Behind," that a school will:

Assist every student in crossing the digital divide by ensuring that every student is technologically literate by the time the student finishes the eighth grade, regardless of the student's race, ethnicity, gender, family income, geographic location, or disability.

The Michigan Department of Education, in its *Technology Content* defined a technologically literate learner as one whom:
- explores, evaluates, and uses technology to accomplish, independently and cooperatively, real world tasks;
- develops knowledge, ability, and responsibility in the use of resources, processes and systems of technology;
- acquires, organizes, analyzes, and presents information;
- expands the range and effectiveness of communication skills;
- solves problems, accomplishes tasks, and expresses individual creativity;
- applies legal and ethical standards.

In keeping with the definition set forth by the Michigan Department of Education, the Lapeer County Intermediate School District has adopted the following Student Technology Literacy Profile for all Lapeer County Students:

Student Technology Literacy Profile

All graduates of Lapeer County schools will be:
Effective Communicators *who:*
1. Express their ideas using voice, video, touch, and data communication technology.
2. Use appropriate technology to gather, analyze, synthesize, and evaluate information in a problem-solving context.

Independent Lifelong Learners *who:*
1. Utilize technological tools to solve real life problems with confidence in all learning environments.
2. Use technology in a positive manner to achieve their goals and monitor their progress.

Involved Citizens *who:*
1. Utilize technology successfully as they respond to community needs.
2. Adhere to legal and ethical standards as they use technology.

Complex Thinkers *who:*
1. Use appropriate research models and technology to find solutions.
2. Apply the elements of global thinking as they select appropriate technology.

Collaborative Workers and Quality Producers *who:*
1. Work effectively in teams using technology to find solutions.
2. Produce quality solutions and products using technology.

CONCEPTUAL FRAMEWORK FOR TECHNOLOGY IMPLEMENTATION

The Lapeer County Intermediate School district and its constituents have identified key Components of an Achievement Oriented Technology Plan. These components include a technology student profile, curriculum implications, professional development, technical support, infrastructure development, instructional change, and technology use and student achievement as represented in the following model.

Components of an Achievement Oriented Technology Plan
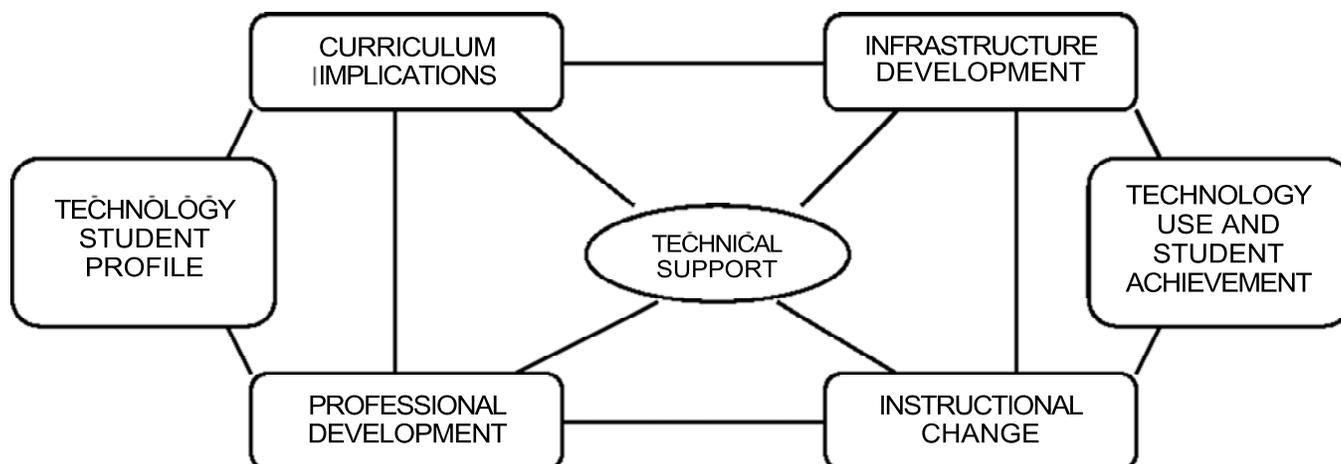
All planning and goal setting in our conceptual framework for technology implementation begins and ends with considering:

- Student Technology Literacy Profile
- The use of technology
- Achievement by students

Supporting student achievement is a curriculum designed to infuse technology at all levels and across all content areas. As students are engaged in learning curriculum, they will come to view technology as a tool for enhancing the learning environment.

This perspective on teaching and learning requires a new approach to professional development. Previous models of patchwork professional development must be replaced by systematic and structured professional development plans. These plans must be designed to guide and support educators in restructuring curriculum and classroom teaching through a reorganization of the classroom environment. It also requires leadership in creating an environment for personal reflection and professional growth for educators.

Technical support and collaboration are essential components in assuring that educators are comfortable with new technologies and have the skills and strategies to create a learning environment, which supports global technology integration.

We must provide an infrastructure of technical systems and support that creates the instructional means necessary to generate an environment enabling students to achieve the Student Technology Literacy Profile. The Lapeer County Intermediate School District staff will assure implementation of a Technology Plan resulting in successful acquisition of technology skills by Lapeer County students.

I. CURRICULUM

Element A. Curriculum Integration-Section 4

> - To provide easily accessible technology tools, such as streaming media, mobile technology, and online learning environment that will support the achievement of Common Core State Standards.
> - To collaborate on student courses, staff professional development, and community through the use of technology.
> - Online classrooms have been developed to promote curricula and teaching strategies.

Element B. Student Achievement-Section 5

> - To develop an aligned K-12 curriculum map of technology and software skills, including specialized high school paths based on future education and career goals.
> - To provide the clarification of state technology benchmarks, strategies, and suggested resources for implementation through the Lapeer County Intermediate School District website.
> - To provide research-based strategies on effective uses of technology to promote student achievement and growth.

Element C. Technology Delivery-Section 6

> - Continue to provide online courses and interactive video fieldtrips.
> - Enhance and upgrade the equipment in the online learning environment to provide advanced and interactive educational opportunities
> - To provide easily accessible and simple to use solutions for online learning opportunities.

Element D. Parental Communications and Community Relations-Section 7

> - Increase and improve the use of technology for parent/school communication access to student's academic achievement.
> - Increase and improve the means in providing community information regarding programs and opportunities.

Element E. Collaboration-Section 8

> Lapeer County has several institutions and programs (Adult Education, ESL, Community Education, General Educational Development (GED) and Alternative Education) dealing with adult literacy. Each of these will have access to the technologies described in this plan to ensure effective adult literacy support.

II. PROFESSIONAL DEVELOPMENT

Element F. Professional Development-Section 9

Access to and development of increasingly sophisticated technology demands a major commitment to professional development. Educators and other educational staff come to the profession with a broad range of technology knowledge and skills. This requires multiple levels of professional development based on individual needs. In addition to training on use of online services and the use of technology, educators will need sustained professional development on:

- Professional/Personal Learning Communities.
- Problem-solving
- Data Driven Instructional Change
- Student Achievement and Growth
- Assessment Analysis

Educators, administrators, media specialists and paraprofessionals will be required to take part in the training and to set personal and professional goals for learning. In addition, legislative mandates and district professional development plans are taken into consideration when planning professional development related to technology. Professional development and technology training is provided to equip educators with strategies to allow students with assistive technology needs access to the curriculum.

The district will keep up to date with state and national standards, and use these standards when addressing technology proficiency of educators and other appropriate staff.
Staff needs at both the Intermediate School District and local district levels will be assessed by technology plans, individual requests, direction from the School Development Resource Team, and data collection tools.

2012-2013	2013-2014	2014-2015	Evaluation
LCISD Staff self-assessment survey	Ongoing	Ongoing	Compare assessment growth year to year
Training developed based on identified needs	Develop training plan based on needs	Develop training plan based on needs	Compare assessment growth
Local District Staff	Survey PD needs of local districts; direction from SDRT	Survey; SDRT	Review survey data
Develop training according to district/building level needs	Provide training based on needs	Provide training based on needs	Workshop evaluations

Staff will have access to software, online tutorials, videoconference technology, Internet, manuals and IT support staff as resources to ensure successful use of technology.

II. PROFESSIONAL DEVELOPMENT

Element G. Supporting Resources-Section 10

The Lapeer County Intermediate School District provides staff and services to support this plan for ongoing technical support, training and assistance to schools, educators, and administrators served by the District.

Supporting resources will include the following:

- Consulting services from the Intermediate School District's Instructional Services and Information Technology departments to insure cost effective decisions are made in technology purchases.

- A help desk support service is provided through the Information Technology department.

- Technology services will be delivered through the Intermediate School District's Information Technology department to ensure functionality as intended.

- Manuals are available through online resources or school media centers.

- Consulting services available through the Intermediate School District will assist in meeting software, equipment and instructional assistive technology needs of educators and students.

III. INFRASTRUCTURE/TECH SUPPORT HARDWARE – SOFTWARE

Element H. Infrastructure Needs/Technical Specification and Design - Section 11

The Lapeer County Intermediate School District has demonstrated its commitment to technology by supporting and servicing the local districts and the Education and Technology Center. The Information Technology department continues to provide support, training, and ongoing enhancements to voice, video, and data technologies throughout the county and a large portion of mid-eastern Michigan.

The Lapeer County Intermediate School District currently utilizes over 130 miles of fiber throughout the county for voice, video, and data applications. These applications include Internet, streaming media, video conferencing and ISDN/VOIP services within the county and globally. The fiber provides an intra-county transport medium for Internet, video, ISDN/VOIP telephony services to the local districts. The remaining fiber connects the surrounding county borders to provide inter-county services that allow the region to utilize one Internet service provider. This supplies a cost-effective solution for Internet access, telephony, and video distribution between districts in the connected counties. This access has allowed for various educational interactive fieldtrips, local college courses and professional development.

Lapeer County Connected Facilities

Our Multi-District Consortium fiber connections will utilize a 4 channel, 10Gb full duplex course wave Ethernet transport for voice, video and data to interconnect multiple counties. The Lapeer County Intermediate School District branches off from the Education and Technology Center to supply every school building with a 1Gb Ethernet connection for voice, video, and data services over a single fiber optic cable utilizing wave division technology.

At the building level, we utilize 95% of all LAN based communications are 1Gb layer 2/3 switched Ethernet connections, while the other 5% are 100Mb Ethernet layer 2 switches. Twelve IDF locations provide multi-mode fiber links back to the layer 3 core interface head-end location with CAT5e or CAT6 certified cable connections provided to each network node. The Education and Technology Center utilizes a centrally managed wireless system for mobile internet access and professional development. IP based video conferencing units are available to use in all classrooms. All classrooms are equipped with video projectors and audio enhanced systems used to maximize the integration of technology for learning. Network based copiers/scanners have been strategically placed in multiple locations to minimize the cost of printing services and maximize collaboration between departments. The Education and Technology Center houses over 300 networked devices, printers, and network components connecting to over 28 virtual servers which provide online learning

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environments, student information systems, financial management system, file sharing, network applications, printing, email, web, and firewall services. The IBM iSeries server also provides a dependable and robust SIS (Student Information System) and FMS (Financial Management System) service to local district users.

Future inter-county improvements include connecting additional partners to the current multi-county 10Gb backbone circuit and also exploring the possibilities of providing voice services over this same connection.

Intra-county improvements include updating connections from the Lapeer County Education and Technology Center to local districts to improve the backbone. Internally our future improvements would include replacing 1Gb dedicated connections with multiple 1Gb or 10Gb connections utilizing coarse wave division technology. Our future infrastructure enhancements include adding wireless VPN access points to provide users with access to local district resources. This would also enhance network access from conference rooms, classrooms and emergency services. The Intermediate School District is currently researching and looking at implementing and housing a central point of contact for phone service to interconnect phone systems throughout our districts utilizing SIP (Session Initiated Protocol) to make it more cost effective for local phone services as well as inter-district phone calls.

The Lapeer County Intermediate School District strives to support with in-house personnel all of the infrastructure, voice, video, and data throughout our county and surrounding area. We have been and continue to work with local service agencies, local school districts, and other surrounding counties to get the most out of the system we have created. We have several well qualified staff members that help support and design new ways to collaborate and consolidate systems to bring technology to the fingertips of our users. Along with maintaining the interoperability of our system, we help train and assist them in every way possible. We have also invested in several high end testing products to help support our local school districts and surrounding affiliates resolve technical problems as well. These test equipment packages include items such as network sniffing and troubleshooting software and network scanners to fiber optic power meters, OTDRs, and fusion splicers. All technology is evaluated for replacement and\or upgrade every 3-5 years.

III. INFRASTRUCTURE/TECH SUPPORT HARDWARE – SOFTWARE

Element I. Increase Access-Section 12

Access to technology for students and educators includes:
- Individual networked devices for educators and paraprofessionals.
- Mobile devices in addition to multiple updated computer labs.
- Wired and wireless networks in the building to provide access to the network and online services.
- Projectors for video and audio enhancements.
- District-wide and county-wide interactive and assistive technologies.

Lapeer County Intermediate School District assists meeting the needs of special education students requiring assistive technologies (as defined in and required by the Individuals with Disabilities Act of 2004) through use of their Assistive Technology Guidelines and the Assistive Technology Committee. This committee utilizes the guidelines to determine the types of devices or services needed to increase maintain or improve functional capabilities of a student with a disability. Assistive technologies purchased by this committee include equipment and/or instructional strategies needed to assist in communication (spoken and written), mobility, self-care, and other needs arising from sensory, motor, cognitive or social impairments. Assistive technologies may range from simple modifications to sophisticated technical equipment. The services the committee provides involve evaluation, selection, acquisition, coordination, and instruction necessary for student's successful participation in his or her learning environments. The Assistive Technology Committee works closely with the Technology Department to purchase software/hardware, provide trainings, and meet the needs of all students.

IV. FUNDING AND BUDGET

Element J. Budget and Timetable-Section 13

	2012-2013	2013-2014	2014-2015
Technology Staff Salaries & Benefits	$ 564,000	$ 582,175	$ 602,005
Software / License Agreements	$ 40,000	$ 40,000	$ 40,000
Networking Costs			
WAN/LAN (Fiber/Servers/Cable/Switch)	$ 150,000	$ 125,000	$ 75,000
Internet Bandwidth (ISD only)	$ 15,000	$ 15,000	$ 15,000
Equipment Maintenance & Repair (Serviced)	$ 6,000	$ 6,000	$ 6,000
Computer & Equipment Replacement	$ 100,000	$ 100,000	$ 100,000
New Computers & Equipment	$ 50,000	$ 50,000	$ 50,000
Maintenance Supplies & Materials	$ 30,000	$ 30,000	$ 30,000
Travel (Mileage Costs)	$ 14,800	$ 14,800	$ 14,800
Purchased Services	$ 6,000	$ 6,000	$ 6,000
Telephone (Department Only)	$ 900	$ 900	$ 900
Professional Development / Curriculum Support	$ 18,900	$ 18,900	$ 18,900
Total	**$ 995,600**	**$1,013,775**	**$1,033,605**

Element K. Coordination of Resources-Section 14

The Lapeer County Intermediate School District and its constituent districts have committed to coordinating resources when fiscally possible to provide high quality educational programs for the students of Lapeer County Schools. In many cases, projects are funded through a combination of local and Intermediate funds, grants and/or charitable contributions. Examples of this collaboration in funding follow:

Lapeer County Community Foundation and The Zonta Club of Lapeer Area Grants have been used to support student growth.

The Small, Rural Education Assistance Program is used to support training and the professional growth of educators.

The Regional Data Initiative is used to support training to local districts in data driven decision making.

The LITES Consortium provides funding for technology and infrastructure upgrades and services.

Collaboration with ***Merit, Inc.***, ***Greater Thumb Telecommunications Consortium*** which utilizes funds awarded through the Michigan Public Service Commission, and the ***Lapeer County Technology Coalition*** will provide training and technical support to Lapeer County educators.
Lapeer County Math/Science Center funds will also be used to support programs for professional development and instructional technology used by Lapeer County educators.

V. MONITORING AND EVALUATION

Element L. Evaluation Plan-Section 15

A committee comprised of the Superintendent, Director of Human Resources, Technical Service Coordinator, Assistive Technology Consultant, and other district personnel will meet on an annual basis to review, amend and evaluate the Technology Plan. Specific attention will be given toward the completion of the stated goals of the plan and the development of new goals.

V. MONITORING AND EVALUATION

Element M. Acceptable Use Policy-Section 16

Filtering and Internet Safety:

Lapeer County Intermediate School District shall provide for technology protection measures (i.e., The Children Internet Protection Act [CIPA]) that protect against Internet access by both adults and minors to visual depictions that are obscene, child pornography, or with respect to use of technology by students and harmful to students. The protective measures shall also include monitoring the online activities of students.

Limits, controls and prohibitions shall be placed on students:
- Access to inappropriate matter.
- Safety and security in direct electronic communications.
- Unauthorized online access or activities.
- Unauthorized disclosure, use and dissemination of personal information.

Lapeer County Intermediate School District staff that is responsible for supervising student electronic information service use will provide reasonable guidance and instruction to such use. The Lapeer County Intermediate School District will make reasonable effort to create content filters to prevent student access to inappropriate information, but such measures are not foolproof. The Superintendent is responsible for establishing and enforcing the electronic information services guidelines and procedures for appropriate technology protection measures (filters), monitoring, and use.

STAFF Acceptable Usage Policy

NETWORK AND INTERNET ACCESS AGREEMENT FOR STAFF MEMBERS AGREEMENT

This agreement is entered into this__day of,_____20___between, _____,
(hereinafter referred to as "Staff Member"), and the Lapeer County Intermediate School District
(hereinafter referred to as "District.") The purpose of this agreement is to provide Network (i.e.,
Electronic Mail and Electronic Bulletin board) and Internet access, (hereinafter referred to as
"Network") for educational purposes to the Staff Member. As such, this access will (1) assist in the
collaboration and exchange of information, (2) facilitate personal growth in the use of technology, and
(3) enhance information gathering and communication skills.

The intent of this agreement is to insure that Staff Members will comply with all acceptable use
policies pertaining to Network usage adopted by the District.

In exchange for the use of the Network resources either at school or away from school, I understand
and agree to the following:

A. **REVOCATION OF PRIVILEGES.** The use of the Network is a privilege, which may be
    revoked by the District at any time and for any reason. Reasons for revoking privileges
    include, but are not limited to, the altering of system software, and/or the placing of
    unauthorized information, computer viruses or harmful programs on or through the computer
    system in either public or private files or messages.

B. **DISTRICT RIGHTS.** The District reserves the right to:
    (1) Remove files (2) Limit and/or deny access to the Network (3) Access any material stored in
    files which are maintained on the Network (4) Remove any material which the District, at its
    sole discretion, believes may be unlawful, obscene, pornographic, abusive, or otherwise
    objectionable. The Staff Member agrees s/he will not use his/her District-approved computer
    account/access to obtain, view, download, or otherwise gain access to such materials. (5)
    Monitor and log Internet use and electronic mail. (6) Periodically make determinations on
    whether specific uses of the Network are consistent with the acceptable-use policies and
    practices. (7) Monitor and log computer use and file server space utilization by users. (8)
    Remove a user account on the Network in order to prevent further unauthorized activity.

C. **PRIVATE USE.** All information services and features contained on Network resources are
    intended for the private use of its registered users. Any use of these resources for commercial-
    for-profit or other unauthorized purposes (e.g., advertisements, political lobbying), in any
    form, is expressly forbidden. In addition, providing personal web services via the Network is not
    permitted absent prior written authorization from the appropriate Administrator.

D. **EXCLUSIVITY.** The Network resources are intended for the exclusive use by their registered
    users. The Staff Member is responsible for the use of his/her account/password and/or access
    privilege. Any problems that arise from the use of a Staff Member account are the responsibility of

the account holder. Use of an account by someone other than the registered account holder is not permitted and may be grounds for loss of access privileges. In addition, the Staff Member agrees to reimburse the District for any damages that result, either directly or indirectly, from use by an unauthorized user.

E. MISUSE. Any misuse of the account will result in suspension of the account privileges. In addition, disciplinary action, in accordance with any applicable collective bargaining agreements and employment guides, may be imposed for inappropriate usage of an account. Misuse shall include, but is not limited to:

(1)   Intentionally seeking information on, obtaining copies of, or modifying files, other data, or passwords belonging to other users.
(2)   Misrepresenting other users on the Network
(3)   Disrupting the operation of the Network through abuse of the hardware or software
(4)   Malicious use of the Network through hate mail, harassment, profanity, vulgar statements or discriminatory remarks
(5)   Interfering with others use of the Network
(6)   Extensive use for non-curriculum related communications
(7)   Illegal installation of copyrighted software
(8)   Unauthorized downloading, copying, or use of licensed or copyrighted software
(9)   Allowing anyone to use an account other than the account holder
(10)   Attaching hardware of any type, internal or external

F. ACCEPTABLE USAGE. The Network resources are for the purpose of (in order of priority):
(1)   Support of academic programs
(2)   Educational related telecommunications
(3)   General information
(4)   Recreational (during breaks and lunch periods only)

G. WARRANTIES. The District does not warrant that the functions of the system will meet any specific requirements that the user may have, or that it will be error free or uninterrupted; nor shall it be liable for any direct or indirect, incidental, or consequential damages (including lost data, information, or time) sustained or incurred in connection with the use, operation, or inability to use the system.

H. STAFF MEMBER RESPONSIBILITIES. The Staff Member agrees to: (1) Diligently delete old mail messages from the personal mail directory in order to avoid excessive use of the electronic mail disk space. (2) Use a PC with anti-virus software installed. (3) Supervise all student use of the Network on computers assigned to the Staff Member to ensure student compliance with the Network and Internet Access Agreement for Students.

I. RESTRICTIONS. The Staff Member may not upload, download, set-up, install, remove, un-install, modify, file share, or copy any music, videos, data, or applications from any source, internal or external, without the permission of the appropriate administrator. The Staff Member will be liable to pay the cost or fee of any file, shareware, or software transferred, whether intentional or accidental, without such permission.

In consideration for the privileges of using the District and/or Network resources, and in consideration for having access to the information contained on the Network, or by the Network, I hereby release the District, Network, the Network Operators and Administration from any and all claims of any nature arising from my use, or inability to use the District and/or Network resources.

To the extent that proprietary rights in a work product would vest in the Staff Member, I agree to assign these rights to the District.

I agree to abide by such rules and regulations of Network usage as may be further added from time-to-time by the District. These rules will be available in hardcopy form in the principal's office.

(Sign and return to District Network/Internet Director)

_____   Date:_____

Signature of Staff Member

cc: Signed Copy to Personnel File

STUDENT Acceptable Usage Policy

NETWORK AND INTERNET ACCESS AGREEMENT FOR STUDENTS AGREEMENT

This Agreement is entered into this ___day of, _____20__ between _____ , (hereinafter referred to as "Student"), and the Lapeer County Intermediate School District (hereinafter referred to as "District.") The purpose of this agreement is to provide Network (i.e., Electronic Mail and Electronic Bulletin Board) and Internet access, (hereinafter referred to as "Network") for educational purposes to the student. As such, this access will (1) assist in the collaboration and exchange of information, (2) facilitate personal growth in the use of technology, and (3) enhance information gathering and communication skills.

The intent of this Agreement is to insure that Students will comply with all acceptable use policies pertaining to Network usage adopted by the District.

In exchange for the use of the Network resources either at school or away from school, I understand and agree to the following:

A. **REVOCATION OF PRIVILEGES.** The use of the Network is a privilege, which may be revoked by the District at any time and for any reason. Reasons for revoking privileges include, but are not limited to, the altering of system software, and/or the placing of unauthorized information, computer viruses or harmful programs on or through the computer system in either public or private files or messages.

B. **DISTRICT RIGHTS.** The District reserves the right to:
    (1) Remove files (2) Limit and/or deny access to the Network (3) Access any material stored in files which are maintained on the Network (4) Remove any material which the District, at its sole discretion, believes may be unlawful, obscene, pornographic, abusive, or otherwise objectionable. The Student agrees s/he will not use his/her District-approved computer account/access to obtain, view, download, or otherwise gain access to such materials. (5) Monitor and log Internet use and electronic mail. (6) Periodically make determinations on whether specific uses of the Network are consistent with the acceptable-use policies and practices. (7) Monitor and log computer use and fileserver space utilization by users. (8) Remove a user account on the Network in order to prevent further unauthorized activity.

C. **PRIVATE USE.** All information services and features contained on Network resources are intended for the private use of its registered users. Any use of these resources for commercial-for-profit or other unauthorized purposes (e.g., advertisements, political lobbying), in any form, is expressly forbidden. In addition, providing personal web services via

the Network is not permitted absent prior written authorization from the appropriate administrator.

D. **EXCLUSIVITY.** The Network resources are intended for the exclusive use by their registered users. The Student is responsible for the use of his/her account/password and/or access privilege. Any problems that arise from the use of a Student account are the responsibility of the account holder. Use of an account by someone other than the registered account holder is not permitted and may be grounds for loss of access privileges. In addition, the Student agrees to reimburse the District for any damages that result, either directly or indirectly, from use by an unauthorized user.

E. **MISUSE.** Any misuse of the account will result in suspension of the account privileges. In addition, disciplinary action may be imposed for inappropriate usage of an account. Misuse shall include, but is not limited to:
(1)   Intentionally seeking information on, obtaining copies of, or modifying files, other data or passwords belonging to other users.
(2)   Misrepresenting other users on the Network
(3)   Disrupting the operation of the Network through abuse of the hardware or software
(4)   Malicious use of the Network through hate mail, harassment, profanity, vulgar statements or discriminatory remarks
(5)   Interfering with others use of the Network
(6)   Extensive use for non-curriculum related communications
(7)   Illegal installation of copyrighted software
(8)   Unauthorized downloading, copying, or use of licensed or copyrighted software
(9)   Allowing anyone to use an account other than the account holder
(10)   Attaching hardware of any type, internal or external

F. **ACCEPTABLE USAGE.** The Network resources are for the purpose of (in order of priority):
(1)   Support of academic programs
(2)   Educational related telecommunications
(3)   General information

G. **WARRANTIES.** The District does not warrant that the functions of the system will meet any specific requirements that the user may have, or that it will be error free or uninterrupted; nor shall it be liable for any direct or indirect, incidental, or consequential damages (including lost data, information, or time) sustained or incurred in connection with the use, operation, or inability to use the system.

H. **STUDENT RESPONSIBILITIES.** The Student agrees to: (1) Diligently delete old mail messages from the personal mail directory in order to avoid excessive use of the electronic mail disk space. (2) Use a PC with anti-virus software installed.

I. **RESTRICTIONS.** The Student may not upload, download, set-up, install, remove, un-install, modify, file share, or copy any music, videos, data, or applications from any source, internal or external, without the permission of the appropriate Administrator. The Student will be liable to pay the cost or fee of any file, shareware, or software transferred, whether intentional or accidental, without such permission. In addition, the Student may only log on and use the

Network under the immediate supervision of a staff member and only with his/her authorized account.

In consideration for the privileges of using the District and/or Network resources, and in consideration for having access to the information contained on the Network, or by the Network, I hereby release the District, Network, the Network Operators and Administration from any and all claims of any nature arising from my use, or inability to use the District and/or Network resources.

To the extent that proprietary rights in a work product would vest in the Student, I agree to assign these rights to the District.

I agree to abide by such rules and regulations of Network usage as may be further added from time-to-time by the District. These rules will be available in hardcopy form in the Principal's office.

I hereby acknowledge that I have reviewed and understand the terms and conditions of this Agreement and agree to indemnify the District for any fees, expenses, damages incurred as a result of my use or misuse of the Network or equipment. (Applicable only if student is eighteen (18) years of age or older at time of signing and is considered legally competent.)

(Sign and return to District Network/Internet Director)

Signature of Student_____ Date:_____

As the Student's parent or legal guardian, I hereby acknowledge that I have reviewed and understand the terms and conditions of this Agreement and agree to indemnify the District for any fees, expenses, damages incurred as a result of my child's use or misuse of the Network or equipment.

Signature of Parent/Guardian_____ Date:_____

Description of Technologies to be Acquired

Classrooms with Technology Rich Learning Environments
The Technology Plan includes providing necessary infrastructure to establish a technology rich learning environment to each of the county's 600 plus classrooms. The essential elements include adaptive technologies, multi-media presentation devices, modern software and print resources. In addition, professional development is crucial for educators in the area of technology use, teamwork, problem-solving, 21st Century instruction and assessment.

Career Prep Technology
The Lapeer County Educational and Technology Center plans to develop a center-wide wireless network to augment our existing network to allow e-mail, electronic grading, attendance, and voice, video and data services for students as well as staff. Recommendations will be made to the Technology Committee and the Lapeer County Intermediate School District Board of Education for the acquisition of essential technology to maintain and upgrade each of the 21 CTE programs at the Center.

Lapeer County Math/Science Center
The Lapeer County Math/Science Center will purchase technology that will allow educators and students to collect information and discuss scientific concepts through hands-on exploration.

Technology Services
The Lapeer County Intermediate School District has an Information Technology department that provides consulting on voice, video and data including design engineering and installation. The Technology department also provides assistance and recommendations to the Lapeer County local districts and service agencies to make informed decisions.

Assistive Technology
Lapeer County Intermediate School District has an extensive Assistive Technology Lending Library to assist in determining the appropriate equipment based on an individual student's need to support the progress on a specific special education goal. We established an Assistive Technology committee in 2000 with representation from local districts, as well as representation from ancillary areas that represent the various disabilities (speech therapist, physical therapist, occupational therapist, educator consultant for the visually impaired, educator consultant for the hearing impaired, school psychologist, and resource room educator consultants). The committee is available to support local districts in determining appropriate low-tech/high tech devices as needed. The lending library materials are described with pictures and available on the Intermediate School Districts website. Special Education

providers are offered professional development in the area of Assistive Technology and the tools available to support students. The department offers trial use of equipment, and provides immediate access to equipment when it is needed. This lending library will continue to purchase hardware/software as the county need arises.

Integrating Technologies into the Curriculum

Technology Education Labs
Curriculum leadership will be provided to assist technology educators and core curriculum educators in identifying core curriculum components being taught in the technology lab units and developing integrated technology units in language arts, math, science and social studies. Support will also be provided to high school educators in expanding upon the foundations learned in the middle school technology education labs.

Career Prep Technology
The staff of the Lapeer County Educational and Technology Center is integrating technology applications when appropriate into each of the 21 CTE programs. The Center staff maintains up-to-date information on business and industry technology standards through representative membership on program advisory committees, current research and site visitations. Center students who have been trained in technology applications are provided further hands-on training through cooperative work study and job-shadowing experiences. Curriculum is updated as new technologies are introduced into the workplace.

Lapeer County Math/Science Center
The Math/Science Center provides curriculum leadership to educators in K-12 classrooms. Technology components are integrated into elementary classroom units on loan to educators. Professional development opportunities for implementing technology into curriculum are offered to educators at all grade levels.

Assistive Technology
Curriculum will be delivered using adaptive technology as necessary to assist students with disabilities.

The **Greater Thumb Telecommunications Consortium** (GTTC) is consortium of K-12 schools, community colleges and libraries. GTTC's goal is to promote the use of technology and telecommunications by learners in local schools, community colleges and libraries through regular communication with each other.

The **Multi District Consortium** supports infrastructure development, provides access to online resources and promotes collaboration between multiple counties

Timelines and Cost Projections for Implementation

Projected Timetable

Year one (2012-2013)

> Revamp and maintain Lapeer County Intermediate School District website
> Continue to expand and upgrade the infrastructure
> Continue and increase instructor training opportunities
> Explore new adaptive technologies for special education students
> Explore additional grant-funding opportunities
> Maintain and upgrade as appropriate all previously installed equipment
> Continue discussions with constituent/counties districts regarding collaborations
> Install additional wireless access points
> Evaluate CIPA compliance policies
> Update SPAM filter
> Replace content filter
> Maintain and increase server virtualization
> Maintain and upgrade Storage Area Network (SAN) as needed
> Implement new firewall
> Implement VOIP and SIP trunking between districts.
> Maintain Universal Service Funding
> Increase internet bandwidth access to meet needs of local districts
> Prepare county wide backbone for 10 Gb upgrade
> Increase building security
> Implement secure network access
> Explore electronic record retention

Year two (2013-2014)

> Maintain Lapeer County Intermediate School District website
> Continue to expand and upgrade the infrastructure
> Continue and increase instructor training opportunities
> Explore new adaptive technologies for special education students
> Explore additional grant-funding opportunities
> Maintain and upgrade as appropriate all previously installed equipment
> Continue discussions with constituent districts/counties regarding collaborations
> Install additional wireless access points
> Maintain and increase server virtualization
> Increase capacity of Storage Area Network (SAN)
> Continue implementation of VOIP and SIP trunking between districts.
> Maintain Universal Service Funding
> Increase internet bandwidth access to meet needs of local districts

- > Implement multiple 10 Gb county wide backbone connections
- > Explore desktop virtualization
- > Implement electronic record retention

Year three (2014-2015)

- > Maintain Lapeer County Intermediate School District website
- > Continue to expand and upgrade the infrastructure
- > Continue and increase instructor training opportunities
- > Explore new adaptive technologies for special education students
- > Explore additional grant-funding opportunities
- > Maintain and upgrade as appropriate all previously installed equipment
- > Continue discussions with constituent districts/counties regarding collaborations
- > Maintain wireless access points
- > Maintain content and SPAM filter updates
- > Maintain and increase server virtualization
- > Increase capacity of Storage Area Network (SAN)
- > Continue implementation of VOIP and SIP trunking between districts.
- > Maintain Universal Service Funding
- > Increase internet bandwidth access to meet needs of local districts
- > Implement multiple 100 Gb county wide backbone connections
- > Implement desktop virtualization
- > Maintain electronic record retention

SUMMARY

The Lapeer County Intermediate School District and its constituent districts are committed to providing the highest quality of instructional technology and educator support necessary to equip students for the increasing demands of an emerging global society. We will collaborate to create technology-rich learning environments where students become effective communicators, independent lifelong learners, involved citizens, complex thinkers, collaborative workers and quality producers prepared for the challenges of the 21st Century.