Mason County Eastern Schools
District Technology Plan 2012

District Profile:

Name: Mason County Eastern Schools
18 S. Main St.
Custer, MI 49405
231-757-3733
District Code: 53020

Location: Custer, Michigan (Mason County)

School Buildings: Middle / High School, Elementary, Early Childhood Center

Technology Plan Start Date: July 1, 2012

Technology Plan End Date: June 30, 2015 *updated February 9, 2014*

Contact Person: Robert Waite   Paul Shoup, Supt.
                        Phone: 231-757-1120   231-757-3733
                        Fax: 231-757-9671   231-757-9671

Email(Anti-Spam): http://dir.mlisd.k12.mi.us/BrowseResults.asp?tp=2&id=1&dm=1

Intermediate School District: West Shore ESD

Technology Plan Location:
http://www.mceschools.com/education/page/download.php?fileinfo=dGVjaHBsYW4ucGRmOjo6L3d
3dzcvc2Nob29scv9taS9tYXNvbmNvdW50eS9pbWFnZXMvZGVza3RvcF9maWxlcy8zZmlsZTVfb
W9kXyAxMzYxMzk2MzI0LnBkZg==

Table of Contents

Mission Statement:

"Mason County Eastern Schools believe that all students can learn. Students will reach their full potential in an environment of teamwork, trust and pride."

The goal of Mason County Eastern Schools is to assist students and the community in their development as global citizens as they prepare for the world of work and lifelong learning. The Mason County Eastern Schools technology Plan will provide for the implementation and utilization of voice, data, and video infrastructure system that relate to instructional support and administration.

District Description:

Mason County Eastern Schools are located in Custer, Michigan, 11 miles east of Ludington, Michigan on US highway 10. Custer is a small rural community with a long-standing tradition and pride in their educational setting. The student population of MCE is 514. The school district population is 3,613 (2007). The participation in the Federal School Lunch Program as of 2008 is 57%. The median household income (2001) is $28,307. MCE consists of an early elementary (BK-K), elementary (1-5), middle school (6-8) and high school (9-12). MCE employs 34 teachers for a teacher ratio of 15:1.

Vision:

We believe that technological tools offer the opportunity for more effective classroom instructional practices resulting in increased student achievement. A sound instructional program and efficient administrative functions that support it will enhance the educational opportunities for the students of Mason County Eastern Schools.

Goals:

- Provide all students with the opportunity to enhance learning with the use of technology.
- Provide the hardware (computers) necessary for all students and staff.
- Provide software that gives all students individual instruction matched to their learning style and remediation.
- Use technology to broaden opportunities for interactive, cooperative, hands on learning experiences.
- Provide access to systems that enhance educational decisions based on a large variety of

information, simulations and technology.
- Leverage technology to streamline the process of communication among faculty, students, parents, administration and staff.

I. Curriculum

A. Curriculum Integration

Goals and strategies, aligned with challenging state and national standards, for using telecommunications and technology to improve teaching and learning.

Main goals for technology integration

1. Teachers use technology to enhance instruction.

2. Students use technology to enhance learning.

3. Students use technology to enhance productivity.

4. Students and teachers learn to work in collaborative ways using technology.

1. Teachers use technology to enhance instruction.

Hardware

1. Laptops

Teachers have use of individual teacher lap tops. These can be used to allow teachers to:

- create assignments
- create instructional presentations
- create, find, and grade, online assignments and projects
- explore programs and software to integrate into the classroom.

2. Document Cameras

Document camera's allow teachers use over head technology without preparing transparencies. This allows for many new uses and increases productivity of the teacher by cutting out the necessity of preparing transparencies.

3. Televisions

With a school wired system students can receive video through our televisions into specific classrooms or to the school as a whole.

4. Integrated Projectors

Projectors with screens or boards that have the ability to easily sync with teacher laptops allows teachers to share anything they can see on their computer screens with an entire classroom.

Future Plans

1. Interactive projector technology

The use of interactive projectors should increase the technological exposure to students and increase options for teachers on lesson delivery and instruction.

2. Enhancing current uses

Teachers will receive professional development on how to increase the influence of technology in their classrooms based on the technology that is already available to them.

Software

Teachers will use a variety of programs to enhance instruction.

1. Google Apps

Students have access to web based apps that allow them to access electronic documents from teachers.

2. Open Office

Teachers will use open office as well as other similar programs to create electronic assignments that students can access and manipulate. They will also use the functions of these programs to create presentations and other electronic forms and documents to aid in student instruction.

3. United Streaming

Teachers will use United Streaming to bring enhanced access to videos and other materials to students that greatly exceeds what could be acquired through traditional methods and funding.

4. All the right Type

Teachers will direct students on a software based typing instructional system that teaches

students touch methods for typing and allows them to work at their own pace.

5. Moodle

Teachers will begin to explore the uses of Moodle in creating online classes for students to increase offerings as well as to allow for credit recovery

2. Students use technology to enhance learning.

Hardware

Each student will have an available laptop for use in each class. While each student will not have a designated laptop there will be one available for each student.

Software

Students will use a number of software programs provided by the school as well as web based to enhance their learning. Some examples are

1. Google documents to use for collaboration

2. RSS reader programs to aid in research and article collection

3. Students will learn to use online research sites and how to evaluate them. For example, learning the uses and dangers of using user created sites like Wiki-pedia.

4. Using online free sites to learn web design, as well as how to use those web sites to transfer and share information.

5. Interactive learning sites. Teachers will provide websites with interactive learning opportunities for students.

3. Students use technology to enhance productivity.

1. Students have laptop availability in every classroom.

2. Students will be instructed on online search practices that increase research speed.

3. Students will be instructed on the use of word processor, spreadsheet, presentation, and website building software to increase their ability to use these programs to meet curriculum goals.

4. Students will be instructed on the use of keyboard typing skills using the touch type method to increase speed and productivity when using the computer.

4. Students and teachers learn to work in collaborative ways using technology.

1. Students and teachers will communicate through the drop box method using the Novell systems network.

2. Students and teachers will use Google Documents and Website features to be able to collaborate in instruction and learning.

3. Students and teachers will use web logs for communication, instruction, and evaluation of learning.

Outcomes:
- Through the increasing use of technology, students will realize its potential for reducing repetitive work, thus presenting a compelling case for adopting it in other aspects of their life.
- Students will make use of technology to explore their career options.
- Students use telecommunications to collaborate, publish, and interact with peers, experts, and other audiences. (Correlates with METS 4a)

Strategies Include:

- Students will utilize email, forums, newsgroups and list servers to collaborate with students from other geographical areas in ways that wouldn't be possible otherwise. This communication could help cultivate the acknowledgment and acceptance of cultures which may have otherwise remained at a perpetual distance.

- Students will have the opportunity to explore projects which are of personal interest to them. They may then share the results of these projects with peers who may critique it or provide additional insight.

- Students use technology to locate, evaluate, and collect information from a variety of sources. (Correlates with METS 5a)

- Students will learn to distinguish credible Internet sources from those which are not.

- Students will be afforded the opportunity to use online databases of credible news and magazine articles to replace their printed counterparts when researching.

Timeline for Implementation

2012 - 2013

Teachers will begin:

1. Including the new Google Education Systems features into the classroom.

2. Begin using the new features of the website to use this site to better communicate with students.

3. Increasing the use of United Streaming in the classroom to enhance learning.

4. Teachers who use Elmo's will have time to collaborate and share lessons that use the new technology.

5. Select teachers will begin using Moodle services.

2013 - 2014

Teachers will:

1. Continue exploring features of the Google Education Systems and begin to prepare for complete change over from old systems. They will be able to instruct students on the changes and aid them in using the new features.

2. Begin using the new features of the website to use this site to better communicate with parents.

3. increase the use of online resources to enhance learning in the classroom.

4. Teachers will begin bringing Moodle services to more students in a variety of classrooms.

2014 - 2015

Teachers will:

1. be completely trained in the new systems including e-mail usage, website abilities, document creation, as well as additional services that can enhance the classroom experience. They will also begin teaching students how to use the new systems and update them on any advances.

2. Begin using the new features of the website to use this site to better communicate with the community.

3. Begin using Smart Boards inside the classroom to enhance the curriculum.

4. One teacher in each subject area will offer an online class through Moodle to increase the access of students to curriculum.

B. Student Achievement

Strategies that are based on research and that integrate technology into curricula and instruction for purposes of improving student academic achievement and a timeline for that integration.

Description of how technology will be integrated into the curriculum

Secondary Level

At the secondary level, we continue to struggle to maintain our 1 to 1 initiative as aging equipment has become too costly to replace in a timely manner. The solution has been to replace the decade-old equipment with refurbished computers in a cart system that can be checked out for classroom use.

These laptops, as well as existing laptops are used often in the classroom and with the introduction of Google Apps collaboration and communication via provided technology has become an integral part of student learning.

Elementary Level

In the elementary we have replaced aging machines with both refurbished and donated computers. The old Apple computers have now been replaced with PC based machines which are available in both lab and classroom settings. In lower elementary grades we use many educational software titles as well as software assessments. In later elementary years the assessments continue and Google Apps is introduced to familiarize students with word processing, collaboration and electronic communication.

We have also started to introduce iPads into some classrooms. As budget allows, more will be purchased and made available to classrooms. Because of budgetary limitations no timeline has been established for the introduction of these devices.

C. Technology Delivery

Strategies for the delivery of specialized or rigorous courses and curricula through the use of technology, including distance learning technologies.

Students and teachers will increasingly gain access to the instructional materials and methods through our web site and other online services. As our services become increasingly web based the need for plug-ins, up loading, and downloading through our existing network will be eliminated. Also, through the integration of these different services into one host site through Google Apps, we will give access to students, parents, and community members in ways that they have never experienced in the past.

The PowerSchool Student Information System will also increase students, parents, and teachers access to information that has been traditionally much more difficult to access.

Through the use of Moodle, students will be able to find online classes and credit recovery solutions without breaking from the schools designated curriculum.

In addition, we are presently involved in a USDA Rural Utilities Service grant which would provide us with the hardware necessary to offer distance learning opportunities to both students and school employees.

D. Parental Communications & Community Relations

Strategies to promote parental involvement and to increase communication with parents and community, including a description of how parents and community will be informed of the technology to be used with the students.

How our tech plan will be distributed to the community:

Our tech plan will be disseminated to the community electronically via our website, mceschools.com.

Additional means of communicating with parents via technology:

Parents will have access to bulletins and announcements through our website, Facebook and Twitter as well as a variety of other forms of contact.

From our website parents can also access the parent portal in PowerSchool. This will allow parents to view their student's attendance, progress reports, and individual assignment grades for their students. This gives parents a comprehensive view of how their student is performing in the classroom. The implementation of an auto-dialer system allows for communications via email, cell phone and landline furthering our ability to communicate effectively with students, parents and community members.

Involvement of the community with the tech plan:

The tech plan will be regularly reviewed by the school improvement committee, whose meetings are open to the public. Administrators and teachers will gather input from parents via

personal contact at school events.

Our school website, Facebook and Twitter will increase outreach to the community through information on availability of school events as well as making calendar information available to a larger public.

E. Collaboration

Mason County Eastern is part of the MLOISD business cooperative, which includes our technology coordinator. This cooperative includes 13 schools, as well as the Career and Technical program and ASM tech.

II. Professional Development

F. Professional Development

Strategies for providing ongoing education, sustained professional development for teachers, principals, administrators, and school library media personnel to ensure that staff know how to use the new technologies to improve education or library services.

It is the intent of Mason County Eastern Schools to provide its instructional staff with appropriate faculties, tools, training and supplies to maximize effectiveness resulting in increased student achievement in the classroom. The district will conduct an annual needs assessment and provide specific professional development in the areas identified as weak by the teachers, principals and technology coordinator. These professional development opportunities will be structured to address the need for bringing all instructors and administrators up to their respective national and state technology competency standards.

Group professional development time will be shifted away from teaching a specific software product or skill. The time will instead be used for developing the ability to learn technology independently by utilizing various online resources, as only this can ultimately lead to proficiency.

We have set the following professional development goals:

- Give all instructional staff the tools to find the answers they need to effectively teach using technology.

- Educate all staff on strategies such as constructivism and inquiry based learning that have been modeled to excite and engage today's youth.

- Utilize technologically proficient faculty members to provide a level of support to their struggling peers.

- Help administrators develop good technology habits and serve as competent technology role models.

- Provide support staff with the training necessary to effectively use the district's new student information system.

Timeline for implementation of professional development:

2012 – 2013:

- Secondary and Elementary faculty are continually updated on changes to rules, regulations and processes as they apply to our student management system.

- All teachers are trained in the basic operation of email, search engines, saving files to network, grade book and office.

- All faculty are brought up to speed on new technology features provided by the district.

- Secondary office staff are trained in operation of student management system.

- Mini-classes will be offered before and after school as well as summer to personally teach instructors various hardware/software tools.

2013 – 2014:

- Professional development needs are assessed and provided for in accordance with changes in both global and district technology.
- Faculty will be trained on the technology needs to comply with the SMARTER balanced assessment portion.

2014 – 2015:

- Professional development needs are assessed and provided for in accordance with changes in both global and district technology.

G. Supporting Resources

Strategies and supporting resources such as services, software, other electronically-delivered

learning materials, and print resources that will be acquired to ensure successful and effective uses of technology.

Although an internet connection alone can provide knowledge of virtually anything known, the district will supply the following supplemental resources:

- Technology Coordinator

- Faculty with advanced technological ability

- Various email notifications regarding specific software issues or policy

- Technical support websites or manuals from various software vendors

- mceschools.com website

- ISD provided professional development opportunities.

III. Infrastructure, Hardware, Technical Support, and Software

H. Infrastructure Needs/Technical Specification and Design

Strategies to identify the need for telecommunications services, hardware, software, and other services to improve the education or library services, and strategies to determine interoperability among the components of the technologies to be acquired.

Current Status of Hardware, Software and Network Infrastructure:

The Mason County Eastern School District has many challenges to overcome as far as technology is concerned. Our middle / high school has more computers than students, however these computers are are outdated. Warranties and software on these machines has expired forcing us to implement some open source solutions for our Office software. These laptops are now equipped with Open Office, and Google Earth among other software packages. Each high school teacher is also equipped with a wireless laptop, running Windows XP, through the same grant. While classroom computers are aging, focus has been put on offering our students a place to use up to date technology. Our MS/HS computer lab has been upgraded to alleviate the problem of aging computers throughout the building.

Our elementary classrooms each have between 3 and 5 refurbished Windows XP machines. We have a lab with 30 refurbished PCs which allows teachers the ability to complete computer based lessons. These machines grant access to many applications including Google Apps for email, word processing, spreadsheets and presentations as well as Read Naturally, Type to Learn and other online applications.

Our reading lab also has several laptops to make use of the aforementioned applications as well as additional software to promote our reading initiatives. These laptops connect wirelessly to our network and printers.

All of these machines are serviced by a wireless network which is fed by a 10mb internet uplink, one Windows 2008 server which acts as a directory, file storage, print server and network management system. In addition, a Windows 2003 server runs applications such as Read Naturally, Type to Learn and our circulation databases. A Fedora Linux server is used for serving and hosting Fog and our computer images.

USF funds may be used to purchase equipment such as wireless access points, servers crucial to Internet connectivity and will help with the purchase of Internet access and telecommunications service. In an effort to ensure readiness for the implementation of pupil academic growth assessments, by 2014-2015, we plan to use USF funds to replace switches and wireless access points throughout the district.

Technology That Will Need to be Acquired to Improve Instruction and Student Learning:

- Purchase of iPads and accessories.

- Purchase software to assist children who have fallen behind early in the curriculum and are poised to be permanently disadvantaged in their education because of it.

- Upgrade of aging laptops in the MS/HS as budget allows.

Strategies for Ensuring the Interoperability of Equipment:

MCE Schools will continue to push web based software to ensure the interoperability of our equipment. The web based push consists of but is not limited to a switch to Google Apps for education which is accessible on most web enabled computers. Online file storage will also be considered for students and faculty. As web-based software becomes the norm more competition in the market makes this movement more economically viable. In addition to these web based tools we will also push to collaborate with our ISD to make use of more applications at a lower cost.

Below is a rough timeline for upgrading and purchasing technology:

2012-2013:

- Implement iPads for teachers and reading lab

- Implement shared internet connection and content filtering with MLOISD

- Consolidation of applications to better use existing equipment

- Replacement of MS/HS laptops for classrooms

- Replace switches and wireless throughout the district

2013-2014:

- Continue replacement schedule for MS/HS laptops

- Replaced desktops in Elementary lab and MS/HS Library with donated computers.

- Purchase additional iPads as budget allows

- Replaced switches and wireless throughout the district

2014-2015:

- Upgrade switches and other core networking devices as budget allows

- Continue replacement schedule for MS/HS laptops. Looking at Chromebooks through TRIG purchasing bid.

Technical Support Available in District:

Our Technology coordinator is now available to the district on a part time basis in a time sharing agreement with our ISD. Because of this change a help desk system has been implemented for the district. When a request is entered, information is collected about the problem so that the problem can be solved without the requestor present if necessary. Upon submission, an alert is sent to the desktop and phone of the Technology Coordinator. When the request has been fulfilled, the original requestor is notified via email.

With the recent elimination of a part time technology liaison for our teachers it is vital that procedures are implemented and followed in order to address issues as promptly as possible. The help desk will act as a communication tool between technology support staff and teaching staff.

In addition to on-site support we also rely on our local ISD to team with us on larger echnological issues as well as training for our new Power student management system, shared internet and WAN services as well as our school finance software. Networking and server assistance is also provided by our ISD

I. Increase Access

Strategies to increase access to technology for all students and all teachers.

While MCE faces significant challenges as far as hardware is concerned, there is by no means a shortage of access to technology at the school. We continue to face challenges with the availability of technology in our student's homes. MCE provides study tables two days per week where students can work on computer related assignments, complete web research as well as other computer related tasks such as filling out college applications. The computers are also made available for parents to check on-line grade books and assignment reports through PowerSchool. Content filtering will be used for all computers within the school including those computers being used after hours. Any devices accessing the internet through our connection are forcibly filtered by our content filters.

IV. Funding and Budget

J. Budget and Timetable

Timeline and budget covering the acquisition, implementation, interoperability provisions, maintenance, and professional development related to the use of technology to improve student academic achievement.

	2012-2013	2013-2014	2014-2015
Tech Coordinator Salary & Benefits	$45,000	$46,675	$46,825
Internet Expense	$11,200	$11,200	$11,200
Repairs and Maintenance	$1,000	$1,000	$1,000
Supplies / Materials	$4,500	$4,500	$4,500

Software / Licenses	$10,000	$10,000	$10,000
Technology Hardware	$2,600	$2,600	$2,600
Misc.	$300	$300	$300
Totals	**$73,700**	**$75,375**	**$76,425**

* E-rate funding currently provides about $ for ISP expenses as well as $ in telephony expenses. This amount is subject to change due to changes in eligibility.
Mason County Eastern Schools will fund this technology plan through a variety of resources including, but not limited to:

- Designated annual budget

- Local, state, federal and foundation/corporate grants

- Corporate donations

- Fundraisers

Our technology budget is earmarked for our technology director, contracted training services, supplies and upgrades, etc. We use the Universal Service Fund for our connectivity and LAN support. State and federal grants are used to supplement new equipment purchases and staff development.

K. Coordination of Resources

Strategies that will be employed to coordinate state and local resources to implement activities and acquisitions prescribed in the technology plan.

Mason County Eastern Schools will fund this technology plan through a variety of resources including, but not limited to:

- Designated annual budget
- Local, state and federal grants
- Foundation/corporate grants
- Corporate donations
- Volunteer workers
- Fundraisers

Our technology budget is earmarked for our technology coordinator, contracted training services, supplies and upgrades, etc. We use the Universal Service Fund for our connectivity, LAN support and telecommunication costs. Current revenues from State and federal grants are used to supplement new equipment purchases and staff development.

V. Monitoring and Evaluation

L. Evaluation

Strategies that the district will use to evaluate the extent to which activities are effective in integrating technology into curricula and instruction, increasing the ability of teachers to teach, and enabling students to reach challenging state and national academic standards.

Strategies that the district will use to evaluate the extent to which activities are effective in integrating technology into curricula and instruction, increasing the ability of teachers to teach, and enabling students to reach challenging state and national academic standards.

In order to continually evaluate technology within our district we have implemented Google Groups to discuss both Curriculum and technology wants and needs. Currently only the Technology Coordinator, the Technology Lead Teacher and Principals from both buildings are taking part. When the roll out of Gmail and the other Google Apps takes place this Summer the groups will be open to all faculty/staff as well as administrators.

The district will also continue to provide surveys to our students regarding general computer knowledge and what the students feel is missing as far as technology is concerned. Surveys will be made to upper elementary students as well as all middle school and high school students. The results will allow the school to evaluate where we stand as far as integrating technology in our curriculum and making technology available to our students.
Using the above methods and opinions from the Principals, the Lead Technology Teacher and the Technology Coordinator we will evaluate the needs of our district. While it would be ideal to fulfill all requests hurdles exist due to financial and manpower limits. This often causes staff and faculty to refrain from making suggestions or making technology in our district a priority. One goal of the district is to keep the lines of communication open, regarding technology, and to implement those changes that are feasible and provide the best results for our students.

M. Acceptable Use Agreement /Internet Safety Policy

This policy is subject to change at any time.

Internet Safety Policy
For Mason County Eastern Schools

Introduction

It is the policy of Mason County Eastern Schools to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)]. Please view our internet User Agreement for further information regarding acceptable use and appropriate disciplinary and legal action for violation of the agreement.

Definitions

Key terms are as defined in the Children's Internet Protection Act.*

Access to Inappropriate Material

To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.

Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Subject to staff supervision, technology protection measures may be disabled for adults or, in the case of minors, minimized only for bona fide research or other lawful purposes.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the Mason County Eastern Schools online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Education, Supervision and Monitoring

It shall be the responsibility of all members of the Mason County Eastern Schools staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and the Protecting Children in the 21st Century Act.

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of Technology Coordinator or designated representatives.

The Technology Coordinator or designated representatives will provide age appropriate training for students who use the Mason County Eastern School's Internet facilities. The training provided will be designed to promote Mason County Eastern Schools commitment to:

a. The standards and acceptable use of Internet services as set forth in the Mason County Eastern Schools Internet Safety Policy;

b. Student safety with regard to:
     i. safety on the Internet;
     ii. appropriate behavior while on online, on social networking Web sites, and in chat rooms; and
     iii. cyberbullying awareness and response.

c. Compliance with the E-rate requirements of the Children's Internet Protection Act ("CIPA").

Following receipt of this training, the student will acknowledge that he/she received the training, understood it, and will follow the provisions of the District's acceptable use policies.

Adoption

This Internet Safety Policy was adopted by the Board of Mason County Eastern Schools at a public meeting, following normal public notice, on June 18th 2012.

----

* CIPA definitions of terms:

MINOR. The term "minor" means any individual who has not attained the age of 17 years.

TECHNOLOGY PROTECTION MEASURE. The term ``technology protection measure" means a specific technology that blocks or filters Internet access to visual depictions that are:

1. OBSCENE, as that term is defined in section 1460 of title 18, United States Code;
2. CHILD PORNOGRAPHY, as that term is defined in section 2256 of title 18, United States Code; or
3. Harmful to minors.

HARMFUL TO MINORS. The term ``harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;

2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and

3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

SEXUAL ACT; SEXUAL CONTACT. The terms ``sexual act'' and ``sexual contact'' have the meanings given such terms in section 2246 of title 18, United States Code.

Mason County Eastern Schools
Internet Acceptable User Agreement

Internet access is available to students and teachers at the Mason County Eastern School District ("MCE"). We are pleased to bring this connection to Mason County Eastern Schools and believe the service offers vast, diverse, and unique resources to both students and teachers. Our goal in providing this service to teachers and students is to promote educational excellence at Mason County Eastern Schools by facilitating resource sharing, innovation, communication, and research.

The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. Teachers and students will have access to the following:

(1) Electronic mail (e-mail) communication;

(2) Information from research institutions;

(3) Software and graphics of all types for school use;

(4) Many university Library Catalogs , the Library of Congress, and ERIC, a large collection of relevant information to educators and students;

(5) Discussion groups on a wide range of topics;

(6) The World Wide Web, the newest and most exciting access tool on the Internet.

(7) Social networking when appropriate for educational purposes

With access to computers and people all over the world also comes the availability of material that may not be considered of educational value in the context of a public school. Mason County Eastern School District has taken steps to restrict access to controversial issues and materials.

Mason County Eastern Schools believe the valuable information and interaction available on this worldwide network is an asset to the District's educational goals. This policy may be revised from time to time as necessary.

Internet Conditions of Use and Etiquette

(1) The use of your account must be in support of education and research and consistent with the laws, rules and regulations of Mason County Eastern Schools, the State of Michigan and the Federal Government (including the Children's Internet Protection Act).

The district will make its best effort to install server and/or client software which will restrict access to most inappropriate material.
The following uses of school-provided Internet access are not permitted:

(A) To access, upload, download, or distribute pornographic, obscene, or sexually explicit material;

(B) To transmit obscene, abusive, sexually explicit, harassing, or threatening language or suggestions;

(C) To violate any local, state, or federal law;

(D) To access another person's materials, information, or files without permission;

(E) To violate copyright or otherwise use the intellectual property of another person or organization without permission; and

(F) To engage in commercial, political, or profit-making enterprises. Notify your teacher or principal immediately if you accidentally encounter or obtain materials in violation of this policy.

(2) Privileges- The use of the Internet is a privilege, not a right. An inappropriate use will result in the cancellation of those privileges and other appropriate consequences, including discipline.

All users must obtain prior approval before receiving an account. Each student and teacher who receives an account will be instructed in the proper use of the network. The system

administrators may close an account at any time as required.

The administration, faculty, and staff of Mason County Eastern School District may request the system administrators deny, revoke, or suspend specific user accounts.

(3) Accounts will be terminated upon your departure from Mason County Eastern Schools.

(4) Network Etiquette and Use- you are expected to abide by acceptable usage rules and by the generally accepted rules of network etiquette (Etiquette). These include (but are not limited to) the following:

- Be polite. Do not get abusive or use profane language or vulgarities.

- Do not engage in personal attacks, cyberbullying or harassment of another person.

- Do not reveal personal information about yourself or others such as address, phone number, or credit card information, and do not agree to meet with someone you have met online without your parent's approval and participation.
- Watch humor and sarcasm when using e-mail. The meaning of messages can be easily misconstrued.

- You should consider all communication and information accessible via the network to be public property.

- Do not post private information about another person.

- All downloads will be saved to network drives or removable storage, not on the hard drive.

- All users must obtain prior approval from the Internet administrator before joining a list server.

- Do not respond to unsolicited online contact from anyone.

REMEMBER: Mason County Eastern Schools may review and monitor your use of district computers, including, but not limited to, the internet sites you access and e-mail you send and receive. You should have no expectation of privacy when using district computers.

(5) Responsibilities- The user is responsible for all materials received via his/her user account and accepts responsibility for keeping all prohibited material, inappropriate text files, or files dangerous to the integrity of the center network, equipment, or software from entering the school via the network.

The user will not plagiarize or illegally download works (including music) he/she finds on the Internet and will respect the rights of copyright owners.

(6) Security- If you identify a security problem on the Internet, you must notify the Mason County Eastern Schools Internet Administrators immediately. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Internet.

(7) Vandalism- Vandalism will result in cancellation of privileges and discipline to the offering party. Vandalism is defined as any attempt to harm or destroy data of another user. Internet

Administrators' decisions to discontinue use of privileges will be final in every attempt of vandalism.

Mason County Eastern Schools makes no warranties of any kind. Whether expressed or implied, for the service it is providing. MCE will not be responsible for delays, non-deliveries, mis-deliveries, or service interruptions caused by its own negligence or your errors omissions. Mason County Eastern Schools specifically denies any responsibilities for the accuracy or quality of information obtained through its services.

Any misuse of passwords, abusive or inappropriate conduct on the Internet, or any other inappropriate action while connected to the Internet, in Mason County Eastern Schools discretion, may lead to disciplinary action.

Education, Supervision and Monitoring

It shall be the responsibility of all members of the Mason County Eastern Schools staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and the Protecting Children in the 21st Century Act.

The Technology Coordinator or designated representatives will provide age appropriate training for students who use the Mason County Eastern School's Internet facilities. The training provided will be designed to promote Mason County Eastern Schools commitment to:

a. The standards and acceptable use of Internet services as set forth in the Mason County Eastern Schools Internet Safety Policy;

b. Student safety with regard to:
    i. safety on the Internet;
    ii. appropriate behavior while on online, on social networking Web sites, and in chat rooms; and
    iii. cyberbullying awareness and response.

c. Compliance with the E-rate requirements of the Children's Internet Protection Act ("CIPA").

Following receipt of this training, the student will acknowledge that he/she received the training, understood it, and will follow the provisions of the District's acceptable use policies.

By signing below, the user and parent or guardian (if applicable) certify that they have read the Mason County Eastern Schools Policy on District-Provided Access to Electronic Information. Services and Networks and agree to follow the policy and this Acceptable User Agreement. Each party further agrees to contact the Mason County Eastern Schools Internet Administrator if he or she has questions about the District's Policy or Acceptable Use Agreement.

I understand and will abide by the above Internet Use Agreement. I further understand that violation of the Agreement may constitute a criminal offense. Should I commit any violation, Mason County Eastern Schools may revoke any access privileges, and I may be subject to disciplinary and/or legal action.

User's Full Name (Please print):_____

User's Signature:_____

Date: _____

(If the user is under the age of 18, a parent or guardian must also read and sign this agreement.)

As the parent or guardian of this student, I have read the Internet Use Agreement. I understand that this access is designed for educational purposes and that Mason County Eastern School District has taken precautions to eliminate controversial material. However, I also recognize it is impossible for the school district to restrict access to all controversial materials and I will not hold the District responsible for materials my child acquires on the network. Further, I accept full responsibility for supervision if and when my child is not in a school setting or accesses inappropriate material via a device not maintained by Mason County Eastern Schools.

I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Parent or Guardian's Name (Please print):_____

Parent or Guardian's Signature:_____

Date:_____

* Parents/guardians who do not want their child to have access to the Internet should write a note below expressing their wishes. For those students who do not receive permission to use the Internet, the District will provide alternative research tools that the student can use to complete the work.

* Please see our Internet Safety Policy for more information.