

Section 1: Cover Page

Chippewa Valley Schools Technology Plan

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Chippewa Valley Schools
Macomb Intermediate School District
Code Number for Macomb ISD: 50000

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Section 2: Introductory Material

Mission

Chippewa Valley Schools, in partnership with the community, will provide a safe, inviting and supportive environment that engages students and prepares them to be successful and to contribute in an ever-changing world. The technology mission of the Chippewa Valley School District is to use technology to enhance teaching and learning and prepare students for success in a technological society while providing equitable learning experiences for all students.

District Profile:

As one of Michigan's fastest growing school districts, Chippewa Valley serves more than 16,000 students in grades K-12 with a staff of approximately 806 teachers, 55 administrators and 1313 other employees. There are currently 3775 students in our free or reduced lunch program. The Chippewa Valley School district has won several National, State and County awards and is recognized as a leader in the educational community. With the addition of the 21st Century Classroom model to every school, all teachers are able to use the latest technology for technology integration into the curriculum. Our students continue to rank in the top percentile on MEAP scores in Macomb County. Eighty-five percent of students graduate from Chippewa Valley's three high schools, and more than seventy-six percent continue at a four-year college or university, community college or specialized training school.

Chippewa Valley Schools, located in Macomb County, has twelve elementary schools, four middle schools, two traditional high schools and one alternative high school. Each of the schools is part of an accreditation system and participates in the QAR process (Quality Assurance Review), which determines school progress in seven separate areas. The Michigan Department of Education and the North Central Association of Colleges and Schools (NCA) has accredited each of our schools. NCA accreditation signifies that each school meets high quality standards and agrees to participate in a rigorous on-going school improvement process.

School Buildings:

High Schools:

Chippewa Valley High School 18300 Nineteen Mile Rd. Clinton Township, MI 48038	Dakota High School 21051 21 Mile Road Macomb Township, MI 48044	Mohegan High School 19230 Cass Ave., Clinton Township, MI 48038
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Middle Schools:

Algonquin Middle School 19150 Briarwood Lane Clinton Twp., MI 48036	Iroquois Middle School 48301 Romeo Plank Road Macomb, MI 48044
Seneca Middle School 47200 Heydenreich Macomb, MI 48044	Wyandot Middle School 39490 Garfield Clinton Twp., MI 48038

Elementary Schools:

Cherokee Elementary 42900 Rivergate Drive Clinton Twp., MI 48038	Cheyenne Elementary 47600 Heydenreich Macomb, MI 48044	Clinton Valley Elementary 1260 Mulberry Mt. Clemens, MI 48043
Erie Elementary 42776 Romeo Plank Road Clinton Twp., MI 48038	Fox Elementary 17500 Millstone Drive Macomb, MI 48044	Huron Elementary 15800 Terra Bella Clinton Twp., MI 48038
Miami Elementary 41290 Kentvale Clinton Twp., MI 48038	Mohawk Elementary 48101 Romeo Plank Road Macomb, MI 48044	Ojibwa Elementary 46950 Heydenreich Macomb, MI 48044
Ottawa Elementary 18601 Millar Clinton Twp., MI 48036	Shawnee Elementary 21555 Vesper Drive Macomb, MI 48044	Sequoyah Elementary 18500 24 Mile Road Macomb, MI 48044 (Opening Fall, 2006)

Other Buildings

Administration 19120 Cass Ave. Clinton Twp., MI 48038	Maintenance 19320 Cass Clinton Twp, MI 48038	Community Education 19230 Cass Ave., Clinton Township, MI 48038
	Little Turtle Macomb Preschool 50375 Card Road Macomb, MI 48044 (Opening Fall, 2006)	

Technology Planning Committee Members:

The Technology Planning Committee is composed of teachers, parent, technical support staff, and administrators that represent each school level. The Technology Planning Council representatives are selected based on their commitment to technology and their expertise.

Tara Bracali, Assistant Principal
Joe Valenti, Parent, Desktop Support Coordinator,
Rita Hughes, Instructional Technology Coordinator
Brian Hadfield, Teacher
Craig McBain, Director of Technology, Community Member
Robyn Oesterle, Network Supervisor
Tom Giachino, Metro Technology Services

Section 3: Vision and Goals

Vision: A broad vision is articulated for the district/school technology program. Goals: Broad, general district goals are established that reflect expectations of how technology will be utilized within the district.

Technology extends human capabilities through the systematic applications of knowledge, materials, tools, and skills. A technology curriculum integrates the complementary areas of technology education and instructional technology. Technology education is the study of technology and its effects on individuals, society, and civilization. Instructional technology is the application of technology to the teaching and learning process. Technology literacy is the ability to responsibly use appropriate technology to communicate, solve problems, and access, manage, integrate, evaluate, and create information to improve learning in all subject areas and to acquire lifelong knowledge and skills in the 21st century.

Learning with and about technology prepares learners to live responsibly in a democratic, technically driven society. Learners will use technology for knowledge and skill acquisition, communication and information management, problem solving, creative expression, research, design, and product development. Learners become technologically capable when they apply technology across curricular areas and when technology is used throughout the learning process. Technology equipment will be equitable at each level.

A technologically literate learner:

- 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; and
- Applies legal and ethical standards.

The technology mission of the Chippewa Valley School District is to use 21st Century technology to

- Prepare students for success in a technological society
- Provide equitable learning experiences for all students.
- Enhance teaching and learning.
- Maximize efficiency within district operations.
- Improve communication throughout the school, community, and world.

By publicizing and adhering to the beliefs above, Chippewa Valley students will become engaged learners, providing them with the tools to succeed in a changing economic environment that requires 21st Century skills.

Goals:

Curriculum: To provide technology-enabled learning opportunities aligned with the MDE Curriculum Framework and Common Core Standards, including virtual learning experiences.

Professional Development: To provide ongoing, systemic professional development that incorporates instructional technology into every classroom to improve student learning.

Infrastructure: To provide and support equitable and sustainable educational technology that enhances teaching and learning for improving student achievement.

Funding and Budget: To use both bond money and general funds to support hardware and software maintenance and improvement.

Monitoring and Evaluation: To use a variety of data-gathering tools to evaluate the impact of technology on teaching and learning.

Review of these goals will be done on a regular basis, allowing for a flexibility of growth within district curriculum and classrooms. Current policy allows for committee members to meet both formally and informally at least once each school year.

Strategies and timelines for accomplishment of these goals can be found in the appendix.

Section 4: Curriculum Integration

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

The [National Educational Technology Plan](#) contains the vision where new technologies help all students become life-long and life-wide learners, no matter where they are or what their capabilities might be. Although skills are important, technology proficiency demands that technology skills are integrated into every part of the curriculum. Students should have the ability to expand on technology learned in any class throughout their lives and apply it to a wide area of experiences. The concept of providing students with the ability to continue the process of learning and building on what they have started in school is an important part of planning for the next few years.

Standards:

Chippewa Valley's Instructional Technology Curriculum Council has adopted the Michigan Educational Technology Standards (METS). The Technology Planning committee is a subgroup of the Instructional Technology Curriculum Council that includes teacher and administrator representatives from each level. It is the ongoing duty of the Instructional Technology Curriculum Council to evaluate and update technology goals as needs are identified. Technology objectives will be integrated into the curricula of all subjects in ways that improve student learning. Integration is the key for technology instruction in the Chippewa Valley School District.

Technology Services Department supports teachers through in-services, consultations, and modeling. The department uses the philosophy that we are teaching technology through the integration of the technology into existing curricula.

Strategies:

There are support [web sites](#) for teachers, students, and parents related to using software and hardware. These web sites provide teachers with ideas to move from a non-technological approach to one that is enhanced through technology. Content on the support sites includes printable handouts, instructions, video support for technology problems, and lessons to use at each grade level for integrating technology into the classroom. Additional materials are added as [hardware and software](#) are added to the classrooms and buildings. A strategy for Technology Services is to continue to maintain and improve web support by adding to the site and deleting information that is no longer relevant.

Students and parents can use the web sites to gather information about the district and find resources to continue learning outside the classroom with the most current information available. Additionally, Chippewa Valley Schools will include more administrators in the planning of technology as it is integrated into the curriculum. The ultimate goal is to improve student learning.

The use of technology to reach all students is encouraged for all teachers, whether during or after the regular school day. Recent textbook purchases have included online resources that reinforce technology skills need in a 21st Century classroom. The online resources are also an aid to parents, allowing them the ability to see topics covered in the classroom during the school day. A number of teachers are investigating the “flipped classroom” model, using technology to deliver student instruction after regular school hours. This allows more teacher-student interaction during the school day. Other teachers have used Web 2.0 tools, like Twitter, to post classroom information for students and parents.

The Instructional Technology Curriculum Council works with other curriculum councils to strengthen the technological components of each subject area. Providing professional development for teachers and administrators is an important part of planning for technology integration. Continuation of formal after school professional development, in addition to teacher release during the school year and all day professional development, creating opportunities for learning how to use technology in the classroom, is being planned by the committee. This group also monitors emerging technologies, researching and experimenting on how they can be used in the classroom.

During the 2011-2012 school year, revisions to and presentation of a Technology Curriculum will be finished, including meeting requirements for the October 2011 revision of CIPA. The document is the result of two years of investigation and writing by the Technology Curriculum Committee. The curriculum’s revision is being made to accommodate changes to the State’s adoption of Core Curriculum Standards. Technology lessons, units, and resources are contained within it for immediate use. A copy of the draft curriculum is included in the Appendix.

The technology department will continue to work toward the goal of all students learning with technology and “preparing students today for the challenges of tomorrow.”

Section 5: 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.

It is the goal of Chippewa Valley Schools to improve student achievement.

Our MEAP test results and the grade level assessments of Chippewa Valley Schools are indicators of student achievement and success. To assess student technology skills, Chippewa Valley Schools has implemented an 8th grade technology literacy test. In 2012, the district will begin the process of developing a fifth grade technology assessment. A high school assessment will be determined through student participation in required online experiences.

Special programs are being implemented within our district to provide for all students. Assistive technology tools such as AlphaSmarts, Spelling Ace, and Homework Wiz are being implemented. Instructional programs such as Write Out Loud, Co-Writer, Kidspiration 3, Office 2007, Read Please, E2020 Credit Recovery, and Read 180 are being used to increase student achievement. Expansion of the Read 180 Credit Recovery system into the middle schools is being planned for the next school year. Other

assistive technology equipment such as enhanced monitors and roller balls has been added to computer stations to help students with special needs.

Current pilot programs using UDL (Universal Design for Learning) strategies are being expanded at the middle school and high school levels. Partnering with the Macomb Intermediate School District, instructional, professional development and hardware/software tools will be provided for the benefit of all students.

Other programs that are used in the district are Lexia, Read Naturally, FastForWord, Starfall, Study Island, Accelerated Reader, Star Reader, Accelerated Math, and Star Math. Parent communication tools are included with these programs to help parents understand how they can help and encourage their child. Teacher assessment tools are also available to assist teachers to individualize strategies for each child. Continued use of these programs, as well as additional ones, is projected over the next three years.

Formal adoption of a technology curriculum, based on State Common Core Standards as well as technology, is scheduled for adoption during the 2011-2012 school year.

Section 6: Technology Delivery

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

Chippewa Valley Schools has over 8,500 computers attached to a wide area network (WAN). Each classroom contains two to six student workstations and one teacher computer. Additional workstations are located in each school's media centers and computer labs. Wireless access points in every building allow students and staff to use wireless laptop carts in each building. There are two or more 24 unit wireless laptop carts in each building, allowing teachers to convert any classroom into a computer lab. Additional laptop computers are available for teacher checkout from the media centers for use during the school day or after school. Plans for creating a more robust wireless network to support the use of mobile devices are being designed so that devices such as iPads, iPods, smart phones, or student owned laptops can be used within the buildings.

In addition, each classroom has been updated during the last two school years with a SMART Board (interactive white board), HD projector, 3D enabled document camera, a BLU Ray/DVD player, and an audio distribution system equipped with a teacher microphone and student access to portable microphones. Each building has an upgraded broadcast cart, enabling teachers, students, and other staff to view live broadcasts from anywhere in the building. The portable carts can be used in the classroom for class projects, too.

A media distribution system, supported by district personnel and located at the Administration Building, serves video needs for the district. All buildings have cable TV access through Comcast CTV services, which can be accessed from any computer within the district through Safari-Montage, a digital media network providing classroom access to many digital media resources. There are currently more than 6000 classroom videos, hundreds of 3D resources, and many other resources for teacher use in the classroom. The servers are located in the Administration Building and supported by district personnel. In addition, access to content from Discovery Education is provided by the Macomb Intermediate School District. All content can be viewed through the teacher computer station and projected onto the SMART Board. Sound can be heard through the classroom audio system.

Approximately 2000 digital and IP telephones are located within the district, in each classroom, office, and conference room. All district employees have an extension for local and long distance calls as well as voice mail access. Voicemail is unified with employee email, allowing missed calls to be accessed through the Internet.

The role of technology in promoting critical thinking and problem solving is supported through lesson plans that use Internet capabilities and through distance learning activities. Skype, web quests, Web 2.0 programs, and a dual filtering system, allows teachers to reach beyond the classroom to access content and experts to support classroom learning. Each building also has a distance learning cart which provides greater opportunities for learning experiences such as:

- Connections with [COSI for Gadget Works](#)
- [A.S.K. program](#) (Authors, Specialists, Knowledge)
- [Surgical Suite](#) from COSI
- [Read Across the Planet](#)
- [Mote Marine Laboratory](#)
- Other distance learning partnerships as generated by the classroom teacher

Distance learning will be expanded at each level. Currently, all elementary students participate in at least one distance learning field trip related to a content area. Specifically, Gadget Works is used to meet standards for science and technology. Middle school students have participated in a district Social Studies activity, Mystery Quest, as well as the Middle School Mondays program on weather sponsored by the Macomb Intermediate School District.

Additionally, class to class/building-to-building experiences via the distance learning carts allow students to communicate with other classes within the district and with other sites outside of the district—in some cases outside of the country. More opportunities to collaborate between grade levels (e.g., a visit to a middle school for an elementary fifth grade for orientation) will be created.

Chippewa Valley Schools Cable Department broadcasts district wide activities such as sports, concerts, graduations and award ceremonies, as well as curriculum or community related productions to the Clinton and Macomb Township communities through Comcast and recently have started creating and adding original content to the Safari Montage Video Distribution system. Broadcasts are taped and edited with a portable production studio or produced and edited by department personnel on linear or nonlinear editing suites at a centralized TV studio. With the cable department's billboard system (Matrox Infonet TV) the district is able to keep the community abreast of upcoming events, lunch menus, building calendars, and recognition for student academic achievement.

Utilizing Infonet Audience Web and the Apache Server, CVS-TV broadcast an identical looking web cast simultaneously with no extra steps over the Internet. The department also has the capability to integrate MPEG 2 Video playback files that can be viewed on a home computer.

Section 7: Parental Communications and 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 students.

Chippewa Valley Schools uses many strategies promoting and increasing parental involvement and communication. The school district will continue these successful practices and introduce new ones in the

next three years. The district will also publish the three-year technology plan on the district's web site, so that the community can see both short term and long term technology goals.

Once a year, parents will be informed of the technology to be used in the curriculum at a school board meeting. This will include reference to the three-year technology plan. Information presented at this meeting will also be posted on the school district's web site for community view. Updating the technology web site during the year will allow posting of periodic changes in the technology status and any updates to the technology plan.

In addition, during the last two school years, demonstrations of technology use provided interested community members with the opportunity to see how technology is being used in the K-12 environment. Volunteer teachers and students created and presented technology products and demonstrations at one of the high schools in an evening event. Students led the demonstrations in a manner similar to other events held through MACUL during their annual conference and for Michigan Senators and Representatives each fall. Parents, grandparents, neighbors and other interested people were invited to view the technology and how it is used in the classroom.

The following is a list of some of the services provided to parents, students, and community members of the district.

1. Report cards and progress reports: Schools use a computer-generated report card system. This procedure promotes communication with parents. PowerSchool has been adopted by all Macomb County Schools, allowing parent monitoring of student progress through the Parent Portal part of the program. Students can also access the same information in a similar manner. Used specifically at the middle and high schools, the program is being phased into the elementary schools.
2. Web pages: all teachers are encouraged to create web pages to increase communication with parents and students. Teachers can use the district FrontPage server or one of the many Web 2.0 software programs available. The Macomb Intermediate School District provides all county teachers with an Edublogs or a Blackboard account, if requested. Another supported program is Weebly, a free Web 2.0 program. Other web creation tools include but are not limited to Wikispaces, PB Works, and SharePoint.
At this point, the district is looking at replacing the FrontPage program with another option because of support issues.
3. Online access to student edition of textbooks and supporting resources: Elementary students/parents currently have online access to the student edition of the Scott-Foresman math book, allowing parents to see how a lesson is introduced and taught, and also to review concepts and assignments with students.
Additional online subscriptions are used in Elementary Social Studies, Music, and Science; Middle School Social Studies, Math, and Science; High School Health, English, Physics, Biology, and Math. Some subscriptions are for teachers, but most provide student access to additional resources not found in traditional texts.
4. Cable television: Chippewa Valley School District broadcasts information programs, videos and PSAs to the community 24 hours a day on the district's cable channel. This billboard system has features that allow selected staff members the ability to edit content remotely. Infonet TV delivers timely messages to the community about emergencies, such as school closings and snow days.
5. MailOut/Email and Voice Mail: Chippewa Valley employs a web-based communication system, MailOut, which allows parents to subscribe to email lists from any or all of our buildings. It allows district administrators to send messages to those lists. The system lessens the need of the school to maintain parent email addresses. In addition, Alert Now has been implemented, allowing district and building administrators the ability to send text and voice messages to district

homes. Both high schools have instant texting ability through Sumotext, a mobile communications/marketing company, to reach subscribed households.

6. Printed publications: While our school district continues to produce and deliver printed publications, all school administrators are using technology to supplement or, in some cases, supplant paper-based communications. Any printed publications or reports can be accessed online.
7. The District maintains a [Facebook](#) page for those members of the community wishing to access district news through that avenue.

Section 8: Collaboration

Strategies for developing the program, where applicable, with adult literacy providers.

Chippewa Valley Schools has adult and [community education programs](#). This department utilizes online registration and payment, electronic promotion, and communication for these services. The programs use a computerized student management database, electronic grade book, and incorporate instructional technology into classroom curriculum. The programs provide opportunities in:

- Adult Literacy
- Online testing
- Computerized scoring of GED Testing
- Mohegan Alternative High School (technologically equivalent to our traditional high schools—see section 6)
- ESL programs
- [Online classes](#) for Lifelong Learning or Career Training

The district also partners with the Macomb Intermediate School District for services for special needs students, computer programs and access, and professional development classes for teachers and support staff.

Section 9: Professional Development

Strategies for providing ongoing, 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.

Chippewa Valley Schools has invested a portion of community approved bond initiatives in the purchase and support of cutting edge technology. Integration into the daily classroom routine requires technology-related staff development opportunities, based on district, state, and national technology standards, providing ongoing, sustained training for teachers, principals, administrators and school library media personnel. The district has committed to using the METS for students, as well as using ISTE standards for teachers and administrators for designing staff in-services. All staff members will be provided with both mandatory and optional opportunities to learn new technologies to improve student education.

Chippewa Valley Schools encourages all staff and administrators to use technology to improve student learning. Chippewa Valley's goals are to make staff aware of professional development activities and encourage them to participate in such activities. Technology administrators routinely inform staff of the availability of technology-based professional development opportunities in a variety of formats: online webinars, district level classes, and conferences/in-services outside of the school district. The district

offers voluntary training after school hours and during the summer on an as-needed basis. Staff is made aware of non-district professional development opportunities that are offered at the Macomb Intermediate School District or other area institutions. The district plans a minimum of one day per year for technology training. Additional days will be added as needed on a building or level basis.

Individual staff skill level to use and to develop technology rich curriculum plans varies not only person to person within the district, but also level to level, and building to building. In order to insure that students are benefiting from the technologies available in each building, staff members will be trained through ongoing professional development opportunities. During the last two years, half day and all day inservices have been provided for professional staff in these areas:

- SMART Notebook (general and content specific classes)
- Safari Montage
- 21st Century Classroom resources
- PowerSchool/PowerTeacher
- SMART Response systems

As part of the inservice plan, projects were developed to save and share with other staff members for integration into the curriculum. A network drive is available for teachers to save any presentations, response quiz, or other lesson based on grade level and/or subject area. Current plans are to develop a private database for these materials so that all Chippewa Valley teachers have access to any shared lessons, with tags allowing for searching.

An online web-based staff survey is conducted annually to determine staff development needs and the proficiency of teachers. The results of the survey will determine future professional development topics for in-service training. (See appendix)

SMART Board facilitators (five per semester) were used during the 2011-2012 school year, to assist teachers in small group or one on one or staff meetings. Each facilitator was a certified teacher who was released from the classroom to help colleagues learn how to use new technologies within the curriculum. Plans are in place to continue the program.

Office Live Meeting is used to deliver forty-five minute to one hour after school sessions for staff on subjects like Jing, photography tools, district software programs, and more. Sessions are recorded and can be accessed after the live presentation through the district's network. Although in its infancy, this program is being offered every Tuesday after school for teachers.

Using our media distribution system we will continue to provide professional development to a geographically diverse audience. The district's webpage (see Bibliography) also includes online training videos for various topics.

To track all professional development activities, both inside and outside of the district, an Internet based program, MyLearningPlan, has been implemented.

When necessary, staff is informed of existing technology issues/problems and timelines for repairs/fixes. Additionally, a web site has been created which contains mini-lessons (in text and on video) for instruction and maintenance of technology equipment and software.

Chippewa Valley Schools plan to have all publications (district-wide newsletters, school newsletters, etc.) available in electronic format. Through teacher lessons, students will be made aware of the moral and

social implications of inappropriate uses of technology. All employees currently rely on e-mail and voice-mail as methods of communication.

As part of media center services, all students can access the online library catalog by using Follett's Destiny, whether at home or at school. This database reflects the holdings of each library's collection in the district and is housed in a centrally located server. Training for students is provided by classroom teachers and media staff. Training for staff has been provided by the Technology Services department when updates or additional resources are added to the program.

Section 10: 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.

Current Chippewa Valley resources that are used to support the technology program are listed below.

- District Technology Policy
- Acceptable Use Policy
- Software Guidelines
- Webpage that specifically addresses technology support for staff – this instructional technology web site contains resources for teachers and students. Examples include:
 - Distance Learning - teachers can view distance-learning ideas and resources to support the existing curriculum.
 - Media Center - includes links to various resources the students can access both in school and at home. These links include World Book Online which is available at school and from home. .
 - CV Links page – links to cloud based programs used for classroom technology integration and class management.
 - Sample lesson plans are available on these pages that integrate Chippewa Valley curricular standards with our technology standards.
 - The 21st Century Classroom page which includes all support materials, resource links, handouts, and lessons that can be used to integrate and help teachers and students use the classroom equipment.
 - Other links are available for students to supplement their classroom instruction.
- Macomb ISD provides Blackboard.com (MOST) and Edublogs Campus Edition for classroom web pages.
- Michigan Electronic Library provides access to a variety of online databases
- Safari Montage access for school and home for teachers.
- All classrooms are equipped with telephones, SMART Boards, projectors, Bluray/DVD players, distributed sound system, 3D document cameras.
- Access to voice mail and email from home or school
- The district subscribes to:
 - World Book Online
 - Discovery Education
 - Accessible Books
 - TurnItIn.com
 - Schooldude.com
 - Online employment program
 - Follett Destiny
- District software/hardware include:
 - Meal Magic

- o A FrontPage web server allowing staff to create and post web pages from anywhere on the internet
- o SmartFiler, Bess Edition filtering software, with separate filtering for adults and students
- o Barracuda virus and spam filter for e-mail
- o VersaTrans for transportation
- o MyLearningPlan for tracking professional development
- o PowerSchool and PowerTeacher
- Other online support programs are deployed on a per-school basis.
- Help Desk Technicians provide other support to teachers in the form of technical assistance with the hardware side of technology using Altiris.
- A Technology Curriculum Committee, composed of teachers from each school in the district, supports school and classroom uses and integration of technology.
- Remote access to district-networked resources for employees through Citrix system
- Provide portable (notebook/laptop) computers to teachers so they can take them home
- Wireless campuses throughout the district
- Cable Television studio

Future plans include:

- Maintain and upgrade current technology as needs arise and through bond money where allowed
- Network reliability improvements
- A consolidated voice system
- Remote access to district resources for students
- District wide implementation of DataDirector
- Implementation of PowerTeacher K-12
- Update media centers

Section 11: Infrastructure, Needs, Specifications, and Design

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

Chippewa Valley Schools has developed a technology infrastructure for the high-speed transmission of data, voice, and video services to district staff, students, and community populations. A fiber optic WAN has been established that connects all 24 Chippewa Valley buildings directly to the district head-end via single mode aerial and underground fiber optic cable. The district fiber optic design represents a star configuration back to the headend where transmissions are patched to and from an Internet service provider through the Macomb Intermediate School District. Each building is assigned a twelve-strand count of single mode fiber with two strands each dedicated to data, voice and redundant connections. The remaining six strands per building are reserved for backup and expansion needs. The Macomb Intermediate School District provides ISP services through cable and wireless via high-speed leased circuits for Chippewa Valley Schools as well as for twenty other local school districts within Macomb County.

With the completion of the district's disaster recovery plan, the outside fiber plant will represent a wheel and spoke configuration, allowing for redundancy in the event of a fiber failure. The secondary disaster recovery site is located at Seneca Middle School, which is approximately six miles from the existing head end. A disaster recovery plan is being deployed in two phases, with phase one completed and including additional PRI circuits, a secondary storage area network (SAN) and redundant e-mail servers. Phase two will include a secondary fiber route and additional servers for back up of critical applications.

A 10 Gigabit Ethernet connection has been established as a district data transmission protocol through the deployment of Cisco 6500 and 3750 series switching/routing modules within each building. A second Cisco 6500 series switching/routing module have been installed within the district head-end to insure that network traffic is not interrupted in case of an equipment malfunction. All routers and switches are capable of expanded transmission speeds as the demand for bandwidth continues to increase. Building intermediate distribution frames are fiber connected back to the main distribution frames and are also connected at 10 Gigabit. Category 6 or category 5e UTP copper homeruns connect each networked personal computer to building LANs. District classrooms contain a minimum of six data port locations for hard-wired computing and printing. School buildings have one or more structured wire computer labs for scheduled use. VLANs with layer 3 routing architecture have been implemented within each school building to increase security and LAN based performance. A/B/G wireless infrastructure has been installed in district buildings with plans to increase speeds to an N wireless infrastructure in the summer of 2013.

The district will be integrating a Virtual Desktop Infrastructure through a VCE Vblock solution in order to delivery student desktops to existing computers. Ninety of the Districts servers will be virtualized through the VMware VCenter and redundant critical applications will be replicated at the DR site.

Voice services are currently being dispatched from the district head-end to three PRI circuits and out to Focal Communications for local, local toll, and long distance calling. Voice transmissions are carried over UTP Category 3 copper wiring to a remote voice switch in each building where they travel over the fiber optic network to the main G-3R AVAYA PBX and out to the provider. Each district classroom has a category 3 port for phone usage. Four of the 24 district buildings have been installed with VoIP which integrates into the current AVAYA phone system. The district will be deploying a VoIP solution district-wide during the 2012-2013 school year.

The district, as a member of the Macomb ISD Technology Consortium, will utilize Internet Access and telecommunications services provided through this Consortium to support its mission. The Consortium will seek E-Rate funding discounts to provide Internet Access and Telecommunications Services to its members. The Internet Access acquired by the Consortium and delivered to each member district through the Macomb County fiber wide area network will provide appropriate throughput, latency, and reliability to meet each member district's educational services needs. The telecommunications services to be acquired by the Consortium will include Digital Transmissions Services, including but not limited to, Integrated Services Digital Network (ISDN) PRI circuits that will be used to enable distance-learning experiences for member districts. Some, if not all, of the ISDN PRI circuits to be acquired will be from the Sprint ISDN VPN service which facilitates communications among other school districts and educational institutions (colleges, universities, etc.) who are also members of the Sprint VPN.

Since approximately 2004, the district has tested and implemented wireless data services with administrator cellular telephones. The data service plans allow wireless access to email and Internet, for example. The district currently operates 75 cellular smart telephones that have data service plans. These mobile wireless devices provide administrators constant access to district communication from anywhere. The devices therefore increase organizational efficiency, improve customer service, and enhance student safety.

Video over Internet Protocol is being used to deliver video services to all buildings to view the video services with a Web browser using Safari Montage software integration. Additionally, each classroom has been equipped with a "21st Century Classroom." This equipment includes a dual touch Smart Board, a mounted projector, an integrated sound system and a Blu-ray/DVD player on a cart at the front of the classroom. Mounted televisions with Safari Montage Kiosks are located through-out each building and display the districts announcements, live feeds, and building events through-out the day.

A wireless GPS master clock system is installed in each building to insure accurate time and is integrated into the bell and PA systems.

A sophisticated Surveillance System has been deployed in each building and includes over 1700 cameras with servers and storage centralized in the District's Data Center.

The District has deployed a remote access solution for employees to allow off-site access to the district's network resources through the Citrix Remote Access System. With the integration of the Virtual Desktop, High School students will have the ability to deploy their desktops remotely from off-site locations using VMware view clients.

All requests for computer hardware and software support are processed through the helpdesk at Chippewa Valley. Five and a half technicians are assigned on the helpdesk who are also in the buildings on a rotating basis. The help desk technicians are able to take remote control of computers to assist users and solve most problems. Incidents that can't be fixed remotely are assigned to the roving technician. Hardware problems are dispatched to a vendor who handles our break and fix.

The help desk also handles hardware and support calls for all peripherals including the video system, smart boards, video cameras, printers and projectors. The helpdesk software, Altiris, tracks inventory for computers and peripherals.

Any new or planned additions to infrastructure are piloted or tested before implementation to insure interoperability with existing equipment.

Section 12: Increase Access

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

As stated earlier, National Educational Technology Plan contains the vision where new technologies help all students become life-long and life-wide learners, no matter where they are or what their capabilities might be. Providing the skills to learn throughout life, as well using tools to increase access to experts whenever or wherever necessary, demands access by students that can only be achieved through increased access to technology tools and training.

All Chippewa Valley Schools Technology Bond acquisitions have considered equity across all buildings and grade levels. Computer and peripheral appropriations were developed on a student ratio basis and applied across the District. Future infrastructure improvements will include a more robust wireless network to allow more use of mobile devices (iPads, Smart Phones, etc.) throughout the district's classrooms.

Over the next two years, a virtual desktop initiative is being planned, whereby students will be able to access a virtual desktop containing the programs necessary for them to successfully complete schoolwork. The same virtual desktop will be available for them to use from home, on personal devices for accessing school based documents and programs.

Use of alternate teaching methods, including hybrid and online classes, will begin with the outcome being better service to all students. The use of both originally created and packaged online curriculum will be researched, with the possibility of creating an online school.

An Americans with Disabilities Act (ADA) component was included in all technology expenditures to ensure that all students have access to technology. Each building has an appropriations based on student population size to acquire assistive technologies for students and staff with special needs. Adaptive requests are initiated at the building level and processed through the district special services director or human resources prior to purchase. Examples of adaptive technology used include:

- Voice amplification systems
- Audio distribution system
- Text to speech devices
- Braille printer
- Braille Note
- AlphaSmarts /Neos
- Headphones/Microphones
- A Hawk (Voice output system)
- Franklin reading pen
- Franklin spellers
- Homework Wizzes
- Various types of calculators
- A scanner
- Adaptive computer furniture
- Mobile devices

Our Community Education complex includes all district technologies standards including adaptive technologies for non-traditional student populations. High school media centers are open for student and staff access to computers before and after school. This enables those students without home computers increased access to technology.

Lesson planning and student grading can be completed off-site because teachers and support staff of Chippewa Valley Schools have remote access to district servers. Currently all Chippewa Valley Schools staff have access to Microsoft Outlook through remote access and Chippewa Valley Schools' web site (staff page) includes an instructional technology component that addresses software and training opportunities for teachers.

All community members have access to CVC-TV (Chippewa Valley Schools Cable Channel) through their home cable television access provider.

District wide, teachers and support staff have additional access to centralized video resources over the video fiber wide area network. These resources include:

- Video mpeg titles
- Receipt and transmission of live video broadcast
- Use of a distance learning cart to access remote locations/broadcasts
- Ability to record classroom content using broadcast carts
- Ability to upload content into the Safari Montage video distribution system for later viewing by parents and students

Chippewa Valley Schools works in cooperation with the Macomb Intermediate school district for the provision of Internet services, AS-400 business applications, student and management software, and coordination of instructional technology for student and staff populations.

Section 13: Funding and Budget

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

The technology plan calls for a sufficient budget to acquire and support the elements of the plan: hardware, software, professional development, and other services needed to implement the technology.

	Year 1	Year 2	Year 3
Chippewa Valley Schools	2012-2013	2013-2014	2014-2015
Funding Sources:			
Contracted Services	\$79,000	\$79,000	\$79,000
Grant Funding	\$8,000	\$8,000	\$8,000
E-rate Funding	\$36,129	\$36,129	\$36,129
Bond Funding	\$7,000,000	\$3,500,000	\$4,500,000
Computer Repair	\$28,000	\$28,000	\$28,000
AV Repair	\$55,000	\$55,000	\$55,000
Tech. Serv. Training	\$10,000	\$10,000	\$10,000
Tech Services Salaries	\$6,000	\$6,000	\$6,000
Telephone Repair	\$15,000	\$15,000	\$15,000
District Software Budget	\$30,000	\$30,000	\$30,000
Maintenance Agreements	\$60,000	\$60,000	\$60,000
Tech. Services Supplies	\$10,000	\$10,000	\$10,000
Internet (Fiber) Access	\$4,000	\$4,000	\$4,000
Professional Development	\$1000	\$1000	\$1000
Total Funding Sources:	\$7,334,129	\$3,834,129	\$4,834,129
Expenditures:			
Contracted Services	\$79,000	\$79,000	\$79,000
Grant Funding	\$8,000	\$8,000	\$8,000
E-rate Funding	\$36,129	\$36,129	\$36,129
Bond Funding	\$7,000,000	\$3,500,000	\$4,500,000
Computer Repair	\$28,000	\$28,000	\$28,000
AV Repair	\$55,000	\$55,000	\$55,000
Tech. Serv. Training	\$10,000	\$10,000	\$10,000
Tech Services Salaries	\$6,000	\$6,000	\$6,000
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District Software Budget	\$30,000	\$30,000	\$30,000
Maintenance Agreements	\$60,000	\$60,000	\$60,000
Tech. Services Supplies	\$10,000	\$10,000	\$10,000
Internet (Fiber) Access	\$4,000	\$4,000	\$4,000
Professional Development	\$1000	\$1000	\$1000
Total Expenditures:	\$7,334,129	\$3,834,129	\$4,834,129

Section 14: Coordination of Resources

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

Current funds are available from district allowance, based on a student per capita amount from the State, as well as through a bond approved in 2010. Maintenance is funded through non-bond funds. Improvements developed through bond planning will be funded with bond moneys.

Chippewa Valley Schools' technology bond and operational budgets are reviewed on an annual basis. Resources are re-appropriated based on bid savings made available and additional identified instructional and management support needs. Total cost of ownership is considered prior to technology acquisitions. All technology projects are deployed with consideration for necessary service, support and maintenance following project completion.

The Federal Universal Service Fund for Schools and Libraries, also known as the E-rate Program, provides discounts on telecommunication services for the district. The rebates from this program are used to reduce operational costs. An annual discount of 41% is anticipated for the course of this plan.

Section 15: 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 academic standards.

A significant step in creating and maintaining a technology plan is the monitoring and evaluation process in regards to both hardware deployment and the impact technology has on the classroom environment. It is important not only to have technology available, but also in working order. It is important not only to have appropriate software, but also to have a literate staff able to use the technology integrated into the district's curriculum to accomplish all standards. Technology plan evaluation assures that resources are being used to accomplish the mission of the school district. Chippewa Valley Schools will review this plan annually and make changes as necessary.

Both hard and anecdotal data need to be used to help guide, revise, and update the technology plan, keeping it an evolving document. The purpose of evaluating the plan is to make sure students are receiving a quality education, based on the standards and benchmarks adopted by the district. Hard data, such as test scores, computer to student ratio, and lab usage can be used. Anecdotal data, based on feedback from the school community (administrators, teachers, staff and students), can show how new technologies can bolster a student's attitude and motivation to learn through technology use.

To monitor student and teacher progress, the following needs to be done:

- a) Continue to survey the staff and students annually and make changes in technology as necessary.
- b) Monitor amount of equipment available to students and staff to guarantee that technology equity and opportunity is maintained throughout the district.
- c) Use the existing Instructional Technology Curriculum Committee to gather feedback about building operations.
- d) Measure the impact of technology on learning and teaching by using end of course grade comparisons, portfolio development, skills inventory, skills tests and anecdotal reports.
- e) Use the Eighth Grade Technology Skills Test to evaluate student skills
- f) Develop elementary level Technology Skills Test

- g) Include technology use as a category in teacher evaluations.
- h) Continue to use a teacher self-evaluation instrument to measure professional improvement in technology.

To monitor equipment problems, the following needs to be done:

- a) The Help Desk continues to use a database to track equipment problems, in addition to software questions. The Help Desk can be reached during school hours via telephone with a technician available to answer user questions or by creating a web based self-service program to create an incident ticket.
- b) Survey technicians yearly for individual building needs and equipment status.

The appendix includes the ISTE STaR chart evaluation tool administered on May 18, 2006, as well as one done in December 2008. A district created survey, for assessing the use of the 21st Century classroom and to help design professional development, was used in 2012. Results from the survey are included in the appendix. Use of self evaluation tools is another means of evaluating technology use and needs.

Section 16: Acceptable Use Policy

Strategies are in place to monitor the district's Acceptable Use Policy for staff and student use of the technologies.

Chippewa Valley School District has an Acceptable Use Policy (updated in 2011) in place. It is posted online at <http://www.cvs.k12.mi.us/tiz/AUP/> and reproduced in the appendix.

In compliance with the Children's Internet Protection Act, Chippewa Valley School District has implemented technology protection measures which block/filter Internet access to visual displays that are educationally irrelevant, obscene, child pornography, or harmful to minors. SmartFilter, by Secure Computing is used to filter district computers.

The Board of Education is adopting a policy requiring education of students about appropriate online behavior, including interaction with individuals on social networking sites, chat rooms, and an awareness and response to cyberbullying. An Internet Safety Week, based on the Michigan CSI program, is being implemented for September 2012. The K-12 program will celebrate Internet Safety with student activities, education, and assemblies sponsored through the State's Attorney General's office. As part of the activities, students will be signing an Internet Safety Policy (included in the appendix) reminding them and their parents of proper online behaviors.

The district monitors online activity of students in an effort to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. Nevertheless, parents are advised that determined users may be able to gain access to information, communication, and/or services on the Internet which the Board of Education has not authorized for educational purposes and/or which they and/or their parents/guardians may find inappropriate, offensive, objectionable, or controversial. Parents/Guardians assume this risk by consenting to allow their students to participate in the use of the Internet. Students accessing the Internet through the schools' computers assume personal responsibility and liability, both civil and criminal, for unauthorized or inappropriate use of the Internet.

The Acceptable Use Policy addresses disciplinary actions that may result from violations. Network administrators review such violations, as well as other network performance issues, in order to affect preventative changes to the network and/or infrastructure. District administrators also review violations in

order to assess existing policy and consider potential revisions of policies and practices to increase efficacy.

Appendix

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- Rice, Bob. *Educational Technology Plan Workshop*. Triple R Consultants, October 2008.
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Web Site Resources

- Chippewa Valley Schools AUP: <http://www.cvs.k12.mi.us/tiz/AUP/AcceptableUsePolicy2011-final.pdf>
- Chippewa Valley Schools web site: <http://www.chippewavalleyschools.org>
- CV 21st Century Classroom web site: <http://www.cvs.k12.mi.us/21>
- CV Distance Learning Support: <http://www.cvs.k12.mi.us/tiz/distancelearning.htm>
- CV Links: <http://www.cvs.k12.mi.us/tiz/links.htm>
- CV Media Centers: <http://www.cvs.k12.mi.us/tiz/media>
- CV Teacher Help Pages: <http://www.cvs.k12.mi.us/tiz>
- Michigan Technology Standards: http://www.michigan.gov/mde/0,1607,7-140-28753_33232_37328---,00.html
- Most (Blackboard). <http://most.bb.misd.net>
- NETS Standards: <http://www.iste.org/AM/Template.cfm?Section=NETS>
- Sample Lesson Plans: <http://www.cvs.k12.mi.us/tiz/curriculum.htm>

Technology Planning Committee Members (Previous Years):

The following table lists the names of those who have participated in the creation and modification of the Chippewa Valley Schools Technology Plan over the last nine years.

Jerry Allen, Teacher	Tom Giachino, Metro Technologies
Tara Bracali, Assistant Principal	Lisa Kimmel, Teacher
Jeff Brender, formerly of Barton Malow Company	Kimberly Lolich, Teacher, Parent
Craig Bulgrin, Principal	Cynthia Macoit-Zielinski, Media Specialist, Parent
Mary Lou David, Teacher	Jennifer (Magnotte) Nelson, Teacher
Brad Everett, Teacher	Craig McBain, Director of Technology, Parent
Jeanne Forbes, Teacher	Angela Miller, Teacher
Paula Goosen, Media Specialist, Parent	Victoria Myers, Teacher
Jill Green, Desktop Support Coordinator	Robyn Oesterle, Network Supervisor
Rita Hughes, Media Specialist, Instructional Technology Coordinator	Jill Stiger, Teacher
Jan Harding, Teacher	Brent Vasicek, Teacher

USF E-rate Addendum/Appendix

Chippewa Valley School District

**USF E-rate Products/Services Funding Requests
Year 15 (2012-2013)**

Chippewa Valley School District has applied for universal service discounts under the year 15 universal service support mechanism, E-rate. Chippewa Valley Schools submitted the following products and/or services funding requests to the Schools and Libraries Division (SLD) and includes products and/or services requested through the Macomb County Consortium:

Telecommunications Services

Basic Telephone Service

Long Distance Service

Cellular Phone Service

Pager Service

Dedicated Line Service

STRATEGIES AND ACTION PLANS FOR GOAL 1: CURRICULUM

Technology Plan Goal: To provide technology-enabled learning opportunities aligned with the MDE Curriculum Framework, including virtual learning experiences.

Components:

Strategies	Action Plans	Timelines	PD Required	Budget Amounts	Evaluation Criteria	Person Responsible
A. Investigation and research for implementing online classes.	1. Investigate requirements for an online classes.	2012-2013	Yes.	\$500 (Curr. Cost)	Task completed	Tech. Services (IT Coordinator & Ed. Services)
	2. Recruit and train teachers to develop classes based on state requirements.	2012-2013	Yes	\$1000-10,000 (Curr. Cost)	Classes developed; teachers trained	Curriculum & Educational Services
B. Develop awareness of AUP, Internet Safety Policy, and district security systems by implementing Technology Curriculum and creating Internet Safety Week for K-12 students.	1. Work at Curriculum Committee Meetings to develop and refine Internet Safety Week.	2012-2013	Yes	\$500 (Curr. Cost)	Successful week of activities	Curr. Council
	2. Contact and work with MI CSI personnel to include activities found on State's web site.	Summer 2012	No	0	Above	Curr. Council and Technology (IT Coordinator)
	3. Design workshops for teachers by grade level to implement Technology Curriculum.	2012-2013	Yes	\$60 per presenter	Principal evaluation; use of curriculum in classroom	Curr. Council and Technology (IT Coordinator)
C. Increase usage of distance learning equipment in schools.	1. implement activities related to curriculum in all grade levels; work with providers like MISD	2012-2013	Teacher online training	0	Number of classes participating in activity	Tech. Services (IT Coordinator)
	2. Use web page/email to advertise selections--update	2012-2013	Email/video posted on web pages or emailed	0	Increase in requests for distance learning activities	Tech Services (IT Coordinator)
	3. Develop distance learning activities within the district	2012-2013	None	Release time (Curr. Cost)	Number of activities increases	Curr. Council & IT Coordinator
D. Revamp 8 th Grade Technology Literacy Test to reflect the new K-8 curriculum, state and national standards, and the Common Core Standards.	1. Update and expand existing test to reflect changes in both ISTE and state standards.	2012-2013	Curriculum Council meetings; prep time; after school time	Release time (Not Tech cost—curriculum cost)	Database of lesson plans	Curr. Council & IT Corodinator
	2. Add curriculum support lessons to web site for viewing by all interested parties	2012	None	0	Ongoing additions to web sites	Curr. Council and IT Coordinator

STRATEGIES AND ACTION PLANS FOR GOAL 2: PROFESSIONAL DEVELOPMENT

Technology Plan Goal: To provide ongoing, systemic professional development that incorporates instructional technology into every classroom to improve student learning.

Components:						
Strategies	Action Plans	Timelines	PD Required	Budget Amounts	Evaluation Criteria	Person Responsible
A. Update and monitor TIZ and other teacher web sites used as resources in the CV district; include and improve 21 st Century classroom web site with lessons and instructions.	1. Accuracy	Ongoing	None	0	Updated web site	IT Coordinator
	2. Relevance	Ongoing	None	0	Updated web site	IT Coordinator
	3. Create instructional videos and post to web site. Include information about the resources needed to use the 21 st Century Classroom hardware and software. Link to supplemental resources.	Ongoing as needed	Email instructions; staff meetings; 24/7 online resource list.	0	Number of users to site	IT Coordinator
B. Increase teacher awareness of existing and new technology resources and provide opportunities for professional development	1. How to use Safari Montage	2012-2014	Yes—video explanations	0	Increased usage of resource; creation of more playlists; use of kiosks within buildings	Tech Department (
	2. How to use PowerSchool	2012-2015	Half Day/Full Day	\$60 per presenter	Use	Tech Director/IT Coordinator
	3. How to use other CV resources such as Office 2007, SharePoint, etc.	Ongoing	Online, video, staff meeting, after school	\$60 per presenter	Increased usage of resources; survey	Tech Director/IT Coordinator
	4. Further develop Technology Tuesdays and record for posting to web site.	Ongoing	Office Communicator inservice; available online	\$60 per presenter/class	Number of users attending online webinars	Tech Director/IT Coordinator
C. Provide and plan for Professional Development opportunities for teachers, as well as notify staff of other Professional Development opportunities	1. Plan a yearly, all day technology inservice based on new programs (web site for 2012)	Summer 2012-2015	None	Curriculum Dept.	Evaluation through Survey Monkey	Tech Director/IT Coordinator
	2. Notify staff of outside inservice opportunities from MISD, etc.	Ongoing	None	0	Number of participants	Tech Director/IT Coordinator
	3. Provide staff members, individually or in groups, with release time to learn new technologies.	2009-2012	Yes, after school	\$60/per presenter	Evaluation on Survey Monkey; increased use of Technology	IT Coordinator/Tech Director
	4. Survey staff on	2009-2012	No	0	Evaluation of survey	Tech Director/IT Coordinator
	6. When new technology is introduced, create time/lessons for teachers to learn and use	2009-2012	Yes—online, email, video, half day, staff meetings	\$60/per presenter	Teacher questionnaire	Tech Director/IT Coordinator; Curr. Council

STRATEGIES AND ACTION PLANS FOR GOAL 3: INFRASTRUCTURE

Technology Plan Goal: To provide and support equitable and sustainable educational technology that enhances teaching and learning for improving student achievement.						
Components:						
Strategies	Action Plans	Timelines	PD Required	Budget Amounts	Evaluation Criteria	Person Responsible
A. Server Virtualization and Virtual Desktop Initiative	1. Phase 1 Completion: completed onsite modification and installation of new system by virtualizing where available	Sept. 2012	None	Bond	Finished	Tech Services
	2. Design and install new servers; test operation	Sept. 2012	None	Bond	Finished	Tech Services
	3. Set up access to virtualized desktops for students		None	Bond	Student access to virtualized desktops from school and home	Tech Services
B. Installation of computer replacement for middle school and one elementary; addition of laptop carts for Shawnee Elementary School; installation of computers for medical career students at high school	1. Bid and buy laptops.	Oct. 2012	None	Bond		Desktop Supervisor/ Tech Services
	2. Create and install Images on devices.		None	Bond		Desktop Supervisor/ Tech Services
	3. Installation of machines in buildings	Oct. – March 2013	None	Bond	Finished project	Desktop Supervisor/ Tech Services
C. Migrate district computers to Windows 7	1. Create new images for all machines.	2013	None	Bond	Finished project	Desktop Supervisor/Tech Services
	2. Install image on teacher machines and specialized machines not using virtualized desktop.		None		Finished project	Tech Services
	3. Test	Spring 2013	None	Bond	Finished project	Tech Services
D. Installation of Production Studio Equipment and 32 TB shared storage systems between studio editors	1. Bid specs for new equipment	Summer 2012	None	Bond	Finished project	Tech Services
	2. Determine vendor	Summer 2012	None	Bond	Finished project	Tech Services/Board of Ed
	3. Install equipment during summer months	Aug. 31, 2012	None	Bond	Finished project	Tech Services
E. Consolidation of phone systems to one voice over IP system	1. Continue process from 2011-2012			Bond	Finished project	Tech Services
	2. Migrate systems and replace equipment in buildings to one unified system.	Aug. 2013		Bond		Tech Services
F. Installation of UPS equipment for all tech closets to insure operation from generators when power outages occur	1. Finish project install during summer	Aug. 2012		Bond	Operational system	Tech Services
G. Wireless network upgrade	1. Assessment of current system	Fall 2012	None	Bond	Finished	Tech Services
	2. Bid for equipment to upgrade	2012-2013	None	Bond	Finished project	Tech Services
	3. Installation	Aug. 2013	None	Bond	Finished project	Tech Services

STRATEGIES AND ACTION PLANS FOR GOAL 4: FUNDING AND BUDGET

Technology Plan Goal: To use both bond money and general funds to support hardware and software maintenance and improvement.						
Components:						
Strategies	Action Plans	Timelines	PD Required	Budget Amounts	Evaluation Criteria	Person Responsible
A. Maintain existing technology throughout the district.	1. Use Help Desk staff and incident reporting system to register equipment problems	2012-2015	No	0	Turn over time for repairs decreased	Oesterle/Valenti
	2. Establish operational budgets to maintain service agreements	2012-2015	No	0	Workable budget reached to maintain existing technology	Oesterle/Valenti
	3. Keep technology working throughout district by providing training for tech staff	2012-2015	Yes for tech. services staff	Training Budget (\$10,000)	Working Technology	Oesterle/Valenti
B. Continue to use Bond money to improve technology infrastructure and insure access for students and staff.	1. Continue to make improvements to system based on bond planning and maintenance requirements	2012-2015	No	0	Completed Bond request presented to public	Tech. Services (McBain/Valenti/Oesterle/Hughes)
	2. Revisit Technology Plan to make adjustments when necessary	2012-2015	No	0	Yearly review	Tech Services staff

STRATEGIES AND ACTION PLANS FOR GOAL 5: MONITORING AND EVALUATION

Technology Plan Goal: To use a variety of data-gathering tools to evaluate the impact of technology on teaching and learning.						
Components:						
Strategies	Action Plans	Timelines	PD Required	Budget Amounts	Evaluation Criteria	Person Responsible
A. Create elementary level technology instrument to assess student technology skills.	1. Curriculum Committee works on K-5 checklist based on MDE and State/National Tech Standards	2012-2013	No, just committee time	0	Completed checklist	Curr. Council Chair
	2. Create a fifth grade assessment test	2012-2013	Release time	\$100/sub cost from Curr.	Completed test	Curr. Council and Tech. Services
	3. Develop K-8 technology skills checklist for students	2012-2013	Yes; staff time; inservice days; shared curriculum days	\$100/sub cost from Curr.	Completed checklist	Curr. Council
	4. Use Data Director to begin tracking scores for students in elementary and middle school.	2013-2014	No	0	Scores entered into Data Director	8 th grade staff/building personnel
B. Use a yearly survey with staff to determine use of equipment within classroom, needs in professional development, and impact of technology on teaching and learning	1. Use survey from May 2012 yearly	2012-2015	No	0	Completed Survey analyzed	Technology Director
C. Create a committee to meet yearly to monitor the Tech Plan	1. Determine committee members and set up yearly meetings	Ongoing	No, but time needed to meet	0	Meetings successfully completed	Tech. Services, Tech Curr. Council, Ed Services
D. Successfully complete infrastructure improvements and maintenance of existing resources	1. E-rate applied for and received	Ongoing	No	0	E-rate received	Tech Services
	2. Equipment operational	Ongoing	No	Tech budget	Working technology	Tech Services

Technology Literacy Rate for Eighth Grade Students (2011)

Number of Students	1247
Number Tested	1225
Per Cent Meeting District Standards	92.3%

Students not tested are listed as not meeting District Standards.

Technology Directions Survey Spring 2012

Each year, the technology department uses a voluntary survey to assess the needs of all staff members. The voluntary survey is used to determine the directions of professional development, as well as identify areas of need for successful completion of the school year in both the classroom and support areas. The latest survey was completed in May 2012.

The Spring 2012 survey began with demographic information defining job group, years on the job, grade level taught, and building assignment. In the survey, participants determine their own skill level, as well as the level of support they need to continue being effective in their positions. Fifty-five per cent of respondents rated their overall technology skills to be advanced or at a mastery level, with a follow up question concerning a lack of technology skills needed to perform jobs at about 28%.

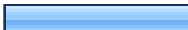
Other questions concerned use of a web page for communication, Office, district owned databases, Macomb Intermediate School District supported web programs, distance learning events and participation in those, newly introduced 21st Century Classroom hardware and software, amount of technology training, and Help Desk performance.

A copy of the completed survey is included in the Appendix.

1. In what job group are you?

		Response Percent	Response Count
Teacher		71.6%	559
Special Services (other than teachers)		5.5%	43
Administrator		4.2%	33
Parapro		7.9%	62
Clerical		4.2%	33
Other (please specify)		6.5%	51
answered question			781
skipped question			0

2. How many years have you been in this job?

		Response Percent	Response Count
1 to 5 years		27.3%	213
6 to 10 years		23.6%	184
11 to 15 years		20.4%	159
16 to 20 years		10.1%	79
21 to 25 years		7.7%	60
25+		11.0%	86
answered question			781
skipped question			0

3. At what building are you located? Click all that apply.

		Response Percent	Response Count
Chippewa Valley High	☐	10.2%	80
Chippewa Valley 9th Grade Center	☐	5.5%	43
Dakota High	☐	12.4%	97
Dakota 9th Grade Center	☐	5.1%	40
International Academy		0.0%	0
Mohegan High	☐	1.3%	10
Algonquin	☐	4.1%	32
Iroquois	☐	6.9%	54
Seneca	☐	6.7%	52
Wyandot	☐	6.4%	50
Cherokee	☐	4.1%	32
Cheyenne	☐	4.7%	37
Clinton Valley	☐	3.3%	26
Erie	☐	3.2%	25
Fox	☐	5.5%	43
Huron	☐	4.5%	35
Miami	☐	3.1%	24
Mohawk	☐	3.5%	27
Ottawa	☐	4.1%	32
Ojibwa	☐	5.4%	42
Sequoyah	☐	5.0%	39
Shawnee	☐	5.2%	41
Administration Building	☐	1.0%	8

answered question	781
skipped question	0

4. What grade or grades do you teach? Click all that apply.

		Response Percent	Response Count
Pre-school	☐	3.7%	23
K	☐	16.1%	101
1	☐	18.0%	113
2	☐	17.8%	112
3	☐	18.9%	119
4	☐	18.3%	115
5	☐	18.3%	115
6	☐	14.8%	93
7	☐	15.6%	98
8	☐	14.0%	88
9	☐	15.6%	98
10	☐	19.7%	124
11	☐	21.2%	133
12	☐	21.5%	135
answered question			628
skipped question			153

5. Rate your overall technology skill

		Response Percent	Response Count
1 Novice - technology is a challenge for me.		1.3%	8
2 Intermediate - I know where to get help if I need it -- 4357!		43.9%	275
3 Advanced - if I don't know, I can figure it out or use the manual.		39.4%	247
4 Mastery - I not only can figure it out, call the Help Desk, and read the manual, I show other people how to use it!		15.5%	97
answered question			627
skipped question			154

6. Given the technology that is available in the district, how often do you lack the skills needed to use it?

		Response Percent	Response Count
Extremely often		1.1%	7
Very often		5.6%	35
Moderately often		22.0%	137
Slightly often		49.0%	306
Not at all often		22.3%	139
answered question			624
skipped question			157

7. How often do you edit your web page on www.cvs.k12.mi.us/YourUserName?

		Response Percent	Response Count
Never		53.7%	337
Weekly		23.2%	146
Monthly		11.1%	70
Yearly		11.9%	75
answered question			628
skipped question			153

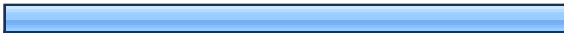
8. If you use another resource for your web page, what is it (example: Weebly)?

		Response Percent	Response Count
Just "cvs.k12.mi.us"		51.8%	177
Weebly		40.6%	139
Blackboard		5.0%	17
EduBlogs		4.4%	15
Wikispaces		2.0%	7
PBWorks		2.6%	9
Other (please specify)			85
answered question			342
skipped question			439

9. This school year, did you use...

	Yes	No	Response Count
MISD's blackboard.com system (AKA MOST)?	11.3% (71)	88.7% (557)	628
InteGrade Pro gradebook software?	30.9% (194)	69.1% (434)	628
PowerTeacher Gradebook	58.0% (364)	42.0% (264)	628
PowerSchool Attendance	84.7% (532)	15.3% (96)	628
www.TurnItIn.com	7.8% (49)	92.2% (579)	628
Word 2007	96.8% (608)	3.2% (20)	628
Outlook 2007	95.5% (600)	4.5% (28)	628
PowerPoint 2007	80.7% (507)	19.3% (121)	628
Excel 2007	82.5% (518)	17.5% (110)	628
Access 2007	9.6% (60)	90.4% (568)	628
Publisher 2007	53.8% (338)	46.2% (290)	628
FrontPage	38.2% (240)	61.8% (388)	628
Follett's library software, Destiny	10.2% (64)	89.8% (564)	628
WorldBook Online	23.6% (148)	76.4% (480)	628
Moodle	4.9% (31)	95.1% (597)	628
Discovery Ed Streaming	68.5% (430)	31.5% (198)	628
answered question			628
skipped question			153

10. How many distance learning events did (or will) you do with your students this school year?

		Response Percent	Response Count
Zero		84.2%	529
1		10.7%	67
2		3.7%	23
3		0.5%	3
4		0.2%	1
5		0.2%	1
6 or more		0.6%	4
answered question			628
skipped question			153

11. Did you ever operate the distance learning equipment yourself?

		Response Percent	Response Count
No, someone pushed my buttons.		35.1%	34
Yes, I managed the equipment and my class at least once.		64.9%	63
answered question			97
skipped question			684

12. In which distance learning events did your class participate?

		Response Percent	Response Count
CV school to school activity		34.0%	33
A.S.K. activity		30.9%	30
Read Across the Planet		5.2%	5
Field Trip Fridays: GadgetWorks		24.7%	24
Other (please specify)		21.6%	21
answered question			97
skipped question			684

13. How much would you recommend Distance Learning (DL) events to other teachers?

		Response Percent	Response Count
Strongly recommend DL to teachers		41.2%	40
Mildly recommend DL		51.5%	50
Mildly discourage teachers from doing DL		7.2%	7
Strongly discourage teachers from doing DL		0.0%	0
answered question			97
skipped question			684

14. Optionally, you may leave a comment about Distance Learning here. (There's another question later for general technology comments.)

		Response Count
		15
answered question		15
skipped question		766

15. How often do you use the following?

	Daily	Weekly	Monthly	Once or Twice	Never	Response Count
SMART doc cam to projector	47.8% (352)	12.1% (89)	6.9% (51)	8.8% (65)	24.4% (180)	737
SMART doc cam to SMART Notebook	30.8% (227)	12.8% (94)	8.8% (65)	11.9% (88)	35.7% (263)	737
School's Kodak EasyShare digital camera	0.8% (6)	6.0% (44)	12.5% (92)	18.2% (134)	62.6% (461)	737
SmartBoard	68.4% (504)	4.7% (35)	6.0% (44)	6.2% (46)	14.7% (108)	737
Data Director	1.9% (14)	9.9% (73)	28.2% (208)	26.2% (193)	33.8% (249)	737
Office Communicator	6.6% (49)	12.9% (95)	11.1% (82)	18.2% (134)	51.2% (377)	737
Blu Ray DVD Player	2.4% (18)	14.1% (104)	39.2% (289)	18.7% (138)	25.5% (188)	737
SMART Exchange	8.3% (61)	23.1% (170)	20.1% (148)	10.9% (80)	37.7% (278)	737
Safari Montage	22.9% (169)	22.3% (164)	18.0% (133)	16.1% (119)	20.6% (152)	737
SMART Notebook	45.5% (335)	14.2% (105)	7.5% (55)	6.5% (48)	26.3% (194)	737
Classroom Audio with crescent microphone	41.0% (302)	11.0% (81)	6.0% (44)	9.0% (66)	33.1% (244)	737
Classroom Audio with handheld microphone	11.4% (84)	6.0% (44)	4.6% (34)	9.9% (73)	68.1% (502)	737
SMART Clickers	1.4% (10)	4.7% (35)	10.2% (75)	20.4% (150)	63.4% (467)	737
Turning Point Clickers	0.7% (5)	1.4% (10)	3.9% (29)	9.8% (72)	84.3% (621)	737
SMART Slate	1.4% (10)	2.2% (16)	1.4% (10)	6.1% (45)	89.0% (656)	737
SMART Pointer	8.4% (62)	5.6% (41)	3.9% (29)	9.1% (67)	73.0% (538)	737
The District's 21st Century support webpage	1.9% (14)	13.3% (98)	26.7% (197)	23.7% (175)	34.3% (253)	737
answered question						737
skipped question						44

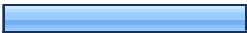
16. How would you rate your satisfaction with remote access (Citrix)?

		Response Percent	Response Count
Unsatisfied		15.3%	113
No opinion or not applicable		36.5%	269
Satisfied		48.2%	355
answered question			737
skipped question			44

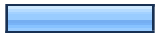
17. During the 2011-2012 school year, about how many hours of technology training did (or will) you have?

		Response Percent	Response Count
<u>zero</u>		11.7%	86
1-3		32.3%	238
4-6		31.8%	234
7-9		11.8%	87
10+		12.5%	92
answered question			737
skipped question			44

18. Where did you receive your technology training this past year? (Check all that apply.)

		Response Percent	Response Count
Not applicable - <u>zero</u> training		11.0%	81
Where I work (my building)		74.2%	547
The CVS District's inservices		36.1%	266
Time spent with SMART Facilitator		44.4%	327
CVS Technology classes (after school)		4.7%	35
Macomb ISD		11.4%	84
CVS Admin Building		8.3%	61
College classes		5.0%	37
Conferences		5.6%	41
Technology Tuesdays		4.1%	30
Web-based training		6.6%	49
Community Ed Classes		0.1%	1
Other (please specify)		3.9%	29
answered question			737
skipped question			44

19. How often have you called the Help desk?

		Response Percent	Response Count
Daily		0.3%	2
Weekly		5.2%	38
Monthly		21.6%	159
A few times a year		69.7%	513
Never		3.3%	24
answered question			736
skipped question			45

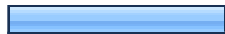
20. How satisfied were you with your experience(s) of calling the help desk?

		Response Percent	Response Count
Unsatisfied		5.7%	42
No opinion or not applicable		6.9%	51
Satisfied		87.4%	643
answered question			736
skipped question			45

21. How often have you used the self service web page (where you create your own help desk ticket)?

		Response Percent	Response Count
Daily		0.3%	2
Weekly		3.1%	23
Monthly		8.8%	65
A few times a year		61.1%	450
Never		26.6%	196
answered question			736
skipped question			45

22. How satisfied were you with your experience(s) of using the self service web page?

		Response Percent	Response Count
Unsatisfied		7.3%	54
No opinion or not applicable		32.3%	238
Satisfied		60.3%	444
answered question			736
skipped question			45

23. Optional: You may leave a comment about the Help desk and/or self service web page.

	Response Count
	185
answered question	185
skipped question	596

24. Optionally, (and finally) if you have any comments to add about technology directions in CVS, please enter them below. Please leave it blank if you don't. Thank you.

Response Count	
166	
answered question	166
skipped question	615

Statement of CIPA and Content Filtering Compliance

The Chippewa Valley School District certifies that it has both an AUP (revised 2011) and a newly drafted Internet Safety Policy for students. Furthermore, the district has instituted a two tier filtering system that blocks student access to images that: “(a) are obscene, (b) are child pornography, or (c) are harmful to minors for computers that are accessed by minors.” District Policy demands that student online activity be monitored within the classroom or school environment by professional staff and the Internet Acceptable Use Policy states that all users are required to maintain and protect security, follow the law, and preserve personal safety, especially for students. (See Acceptable Use Policy)

The Chippewa Valley School District owns, maintains, and manages its own content filtering system consisting of servers, software, and network configuration. For information about the system, please contact the Technology Services Department. Proof of validity of the request will be required. Disclosure of the content filtering system and its component parts poses a security risk if made publicly available through the Internet.

Acceptable Use Policy Chippewa Valley Schools 2011

1. Introduction: As Chippewa Valley Schools (“the district”) administers computers and networks, users should be apprised of the issues that accompany technology, Internet, and network use in schools. This document defines the policy of the school district regarding the use of technology.

The use of the computer, the network, the Internet, and all other technologies is a privilege, not a right, and unacceptable use may result in a cancellation of the privilege. The district may deny, restrict, revoke or suspend specific user accounts at any time. In addition, the district may take other disciplinary action for violations of the acceptable use policy. Nothing in this acceptable use policy is intended to preclude the supervised use of the system under the direction of a teacher or other approved user. Other district policies and procedures apply.

2. The district’s computers and technology are to be used for educational purposes and to conduct the business of the Chippewa Valley Schools. Accounts are not to be used to conduct or promote personal or private businesses. Any costs incurred by a user are the user’s responsibility. Users shall not distribute material throughout the network, which contains any advertising, promotion, or solicitation of goods or services for commercial purposes; or endorses political or religious viewpoints without the approval of Chippewa Valley Schools. “Spamming” (mass emailing of “junk mail”) is not allowed. Users must not create, distribute, or seek out material that is profane, vulgar, or that advocates or condones violence, harassment, or discrimination towards other people.

3. Maintain and protect security. Users are to assume other users’ information is private property and treat it accordingly. Password sharing is prohibited. Users may not allow others to use their account except for purposes of technical support by an authorized technician. The network account holder is held responsible for their actions and activity within their account. Users may not attempt to access folders, directories, or network resources not designated for their use. Users are to log out, shut down, or otherwise secure the computer when they leave it.

4. Help maintain operability. Users shall not knowingly upload or download any software, file, or other content, *nor tamper with or damage hardware*, which adversely affects the performance or availability of the system. To protect the integrity of the system, only Technology Services or authorized persons will conduct software installations. Any attempt to harm or destroy the data of another user, computer, network or system either internal or external to Chippewa Valley Schools is a violation of the acceptable use policy.

5. Follow the law. State and federal laws govern the use of the district systems. Users shall follow laws and help enforce them. Users shall obey copyrights and not violate trade secrets. The unauthorized installation, use of storage, or distribution of copyrighted software or similar unauthorized materials on district systems and technology is prohibited.

6. Preserve personal safety, especially for students. District web pages and other electronic documents must preserve student safety. Public documents may not include a child’s telephone number, address, or names of other family members. Public documents may not include any information that indicates the physical location of a student at a given time other than attendance at a particular school or participation in school activities. Photos which identify students will not be published on web pages without parent permission.

The responsibilities for online safety practices are threefold.

- Students must use safe practices online.
- Staff must use student information safely.
- Teachers are responsible for teaching safe practices to students.

7. There is no guarantee of privacy when using district technology. Chippewa Valley has the right, but not the obligation, to examine any content on our network. Routine maintenance and monitoring of the system may lead to discovery that a user has violated the law or a district policy. Furthermore, the Internet employs systems owned by others and beyond the control of the district. Email may be intercepted by third parties. Email can be viewed by others. Email and account name data is public information and so is subject to Freedom of Information requests by citizens. Users are advised not to put anything in an email that they would not put on school letterhead.

8. Online information, including web pages, must meet district standards. The district's web pages, emails, and other communications must be consistent with Chippewa Valley's mission and philosophy as a public school district. Documents may not contain objectionable material or contain links that point directly or indirectly to objectionable material. Documents must conform to school board policies and established school guidelines. The school district reserves the right to edit any material that does not meet the district's standards.

9. Users must conserve limited system resources. The district may impose individual limitations on bandwidth, electronic storage capacity, printer capability and other resources. Users should act in a way to conserve the resources. For example, users should regularly delete old email messages and unwanted files.

10. The district reserves the right to change this policy. The settings and configurations of the network and its related components will be constantly evaluated and changed when necessary to better meet the needs of the district and the users. Similarly, changes to other policies, regulations, and laws may affect the operation and management of the network.



Michigan CSI: CV Big 12

(Michigan Cyber Safety Initiative)



Internet Safety Contract

- 1) I will not give out any personal information online without a trusted adult's permission. This includes my name, phone number, address, e-mail, location of my school, my parents' work address/ telephone numbers and credit card numbers, and my picture. This goes for anywhere on the Internet, including e-mail, chat rooms, websites that promise me free stuff or prizes, and in material I post.
- 2) When using the Internet, I will always use a pretend name or nickname that doesn't reveal my name, age, or whether I am a boy or a girl.
- 3) When creating a password, I will make one up that is hard to guess but easy for me to remember. To avoid having it stolen, I will never reveal it to anyone (except my parents or teachers) – not even my best friend. I won't use anyone else's password, either!
- 4) I will not respond to any message that makes me feel uncomfortable. I will show my teacher or parent right away.
- 5) I will never meet in person with someone I've connected with online.
- 6) I will not threaten or harass or bully anyone using the Internet or my phone.
- 7) I will not use inappropriate language when using the computer or Internet.
- 8) I will not disable any filtering or monitoring software on the computer because it is there to keep me safe.
- 9) I will not open e-mails, files, links, pictures or games from people that I don't know.
- 10) I will not take words, pictures, or sounds from someone else's website without their permission, or download, copy or share unauthorized copyrighted materials.
- 11) I will use the internet and computers for educational purposes at school.
- 12) I will not believe everything I read on the Internet. I will always check the source of the information and confirm it with my teacher, parent, or librarian.

Signed: _____
Student – I will follow these rules.

Date: _____

Signed: _____
Parent/Adult – I will **support** my child and his/her teacher to ensure safer Internet experiences at school and at home.

Date: _____

Based on:

www.michigan.gov/csi