

MCBAIN RURAL AGRICULTURAL SCHOOL

**107 E. Maple St.
McBain, MI 49657
Phone: 231 825-2165
Fax: 231 825-2119
School Code: 57030**

Member of the

Wexford/Missaukee Intermediate School District

**EDUCATIONAL TECHNOLOGY
THREE YEAR
STRATEGIC PLAN**

July 1, 2009 to June 30, 2012

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McBain Rural Agricultural School

**107 E. Maple St.
McBain, MI 49657
Phone 231-825-2165
Fax 231 825-2119
School Code 57030
www.mcbain.org**

Student Population – 1050

Board of Education

Dick Eisenga
Kelly Bekken
Paula Dykhouse
Jan Geers
Phil Gilde
Lynn Mulder
Dean Smallegan

Administration

| | |
|------------------------|------------------------------|
| Michael Harris | Superintendent |
| Mharris@mcbain.org | |
| Phillip Christensen | High School Principal |
| pchris@mcbain.org | |
| Gail Loeks | Middle School Principal |
| gloeks@mcbain.org | |
| Pat Smith | Elementary Principal |
| psmith@mcbain.org | |
| Joel Bronkema | Student Services Coordinator |
| jbronk@mcbain.org | |
| Laura Chudzinski | Media Specialist |
| lchudzonski@mcbain.org | |
| Chad Grundy | Educational Tech.Coordinator |
| cgrundy@mcbain.org | |

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EDUCATIONAL TECHNOLOGY COMMITTEE

| | |
|---------------------------|--------------------------------|
| Michael Harris | Superintendent |
| Jill Bronkema | Middle School Instructor |
| Phil Christensen | High School Principal |
| Laura Chudzinski | Librarian/Media Specialist |
| Arlene Eisenga | Elementary Instructor |
| Ben Dontje | Computer Technology Instructor |
| Chad Grundy - Chairperson | Ed. Tech. Coordinator |
| Beth Menz | Elementary Instructor |
| Gail Loeks | Middle School Principal |
| Pat Smith | Elementary Principal |
| Kim VanderVlucht | Curriculum Director |
| Jan Jenema | Parent of MS student |
| Teresa Kroes | Parent of HS student |

MISSION STATEMENT

TO ASSIST OUR STUDENTS IN DEVELOPING SKILLS NECESSARY TO
BECOME RESPONSIBLE MEMBERS OF A CHANGING SOCIETY.
CHALLENGING THEM THROUGH A QUALITY CURRICULUM DELIVERED BY
A CARING, EDUCATIONAL COMMUNITY.

VISION

Imagine a Classroom. . .

. . .a wealth of resources, visual, audio, and data are quickly and easily accessible any time, any day. ITV, original district programming, building announcements, student-created news broad casts, videotape, DVD, computer program display, CD-ROM, teleconferencing, long distance learning programs, etc.--all could be displayed on a large, high resolution TV and control of all of these resources in the classroom.

. . .all of the best instructional software available in the district is available any time, anywhere any day.

. . .software would be available to allow students and teachers to interact with video, audio, and textual materials, rearranging them to suit their own presentations.

. . .curriculum data base with district-created outcomes, lesson plans, tests, and quizzes are available to be printed in the classroom, any time, and any day. Results of objective student testing could be scanned and recorded electronically.

. . .electronic textbooks would become a realistic alternative to printed materials which become outdated.

. . .attendance is done electronically--saving time, paper, and tedious labor. The information would quickly be available throughout the district.

. . .student data base with emergency information, test scores, etc., would be available to any teacher, at their desk, any time, any day.

. . .every room would also have a phone with building, district and local calling capability.

. . .voice mail would be available to all staff, enabling teachers, students and parents to more effectively communicate.

. . .computerized grading which allows for more detailed, current information and textual comments to be available to more parents, more often.

. . .through electronic mail, staff could have access to announcements, memos, calendars of committees and facilities, and each other, up-to-date and available all of the time.

. . .a multi-media center available to accommodate those application sessions that require a classroom of students to all be on PC's at one time.

Imagine a Community. . .

. . . with access to a library right in your own town.

. . . use of the latest global information.

. . . access to computers for research, personal use, and communicating with the world.
. . . use of technology not available in most homes.

I. INTRODUCTION

McBain Rural Agricultural School is located in the southwest corner of Missaukee county. The school district resides in a rural farming area. Many of the students come from farming families but because of major changes in the agricultural industry, a majority of students are from families employed in many other business and industries in the area.

The school building is in the City of McBain and contains kindergarten through 12th. grades in one building. Our K-12 enrollment has continued to be stable at around 1040 students with 65 teachers on staff.

This document is a strategic plan for the implementation of technology in the McBain Rural Agricultural School District. It was developed by a group of interested educators, parents and industry experts over the last two years. This group worked as the Educational Technology Committee. The committee's charge was to define what educational technology at McBain should be and to develop a plan of action for the District. The committee focused on technology research, other schools' technology installations, current trends in technology, and technology systems to support District outcomes. This plan is the result of that process.

The recommendations are intended to provide technology support for all aspects of the educational process. This includes not only using technology as a tool for educating the student but also using technology to support the classroom through improved communications and administrative functions. The goal of this plan is to develop an integrated system that enhances instruction, improves learning, fosters active involvement of students and staff and improves communication between everyone involved in the educational process.

II. SITUATION

There are a number of issues that are significant in the development of a strategic plan for technology. The following is a list of some of the major issues that are pertinent to this plan.

1. We live in the "Information Age". The ability to locate information, solve problems, and present results have become vital skills. Effective use of technology by students and teachers is the key to developing those abilities. Learning is enhanced as we increase the level of the involvement of students.
2. The more technology is utilized for instruction and collaboration, the more "seamless interconnection" is required.
3. For the past several years, we have standardized our software, networked our entire building, installed a phone system, placed projectors and document cameras into most classrooms
4. Training have become standard to all technologies that have been added to our building.
5. Our community adult population is slowly becoming technology literate.

III. DEFINITION

TECHNOLOGY is the application of knowledge, materials (tools), and skills to solve practical problems and extend human capabilities. Technological systems/tools can be used in all curricular areas.

Technologies are used to support curricular goals used for communication, creative expression, knowledge and skill acquisition, problem solving, and information management.

IV. IMPLEMENTATION

TECHNOLOGY should be implemented at all levels in our school in order to maximize student achievement, to maximize use of resources, to increase contact with the world outside the school walls, and to give students skills that will be necessary for a successful adult life.

V. DISTRICT TECHNOLOGY OUTCOMES

- A. Emerging technologies shall be used to enhance teaching and learning.
- B. Equal access to technology for all learners, regardless of learning styles, differences, capabilities or age.
- C. Create learning environments that enhance and challenge each student's approach to learning through technology.
- D. Improve student achievement by restructuring teaching and learning models with technology

VI. EDUCATIONAL TECHNOLOGY COMMITTEE GOALS

- A. Monitor technology/media trends, information, and equipment.
- B. Promote the use of technology throughout the school district.
- C. Showcase technology/media, information, and equipment for administrative and instructional applications.
- D. Train school personnel to effectively use technology.
- E. Assist in the evaluation and acquisition of technology software and hardware.
- F. Recommend technology installations within the school district.
- G. Communicate plans and activities to the public.
- H. Continually analyzes future technology needs for the district.
- I. Recommend a budget for technology for computer rotation.

VII. STRATEGIC PLAN FOR TECHNOLOGY CLASSROOM INTEGRATION

The following goals have been established for the application of technology in the McBain Rural Agricultural School District. The sequence in which they are listed is not prioritized.

STRATEGIC GOALS:

- A. Place Information Management Tools Directly into the Hands of Students and Staff with Classroom Computers, and Labs give teachers the ability to display information with the use of projectors and document cameras and smart boards

- B. Integrate Technology into Curriculum for Student Directed Learning.
- C. Enable Students to Participate in the Process of Producing Materials Generated by Technological Tools.
- D. Improve Teacher-Student Parent Communication with Interactive Teacher Websites
- E. Improve Internal Staff Communication with E-Mail
- F. Provide Training for Staff by regular Technology In-services, and School/Library Training for the Media Staff.
- G. Maximize the Return on Investment of the District for Communications and Technology.
- H. Provide Access for the Total Community through our Community Library, Remote Computer Access, Community Television Channel, and wireless access in the library
- I. Insure Open Access to the Library/Media Center Before, During, After School and evenings for Use of Technology by Students and Adults.
- J. Insure Community Ongoing Education and Training through our Community Education Program and Missaukee Adult Literacy Tutoring Programs.
- K. Provide Technical Support, Training and Assistance through a Technology Coordinator and Purchased Services.

Consortium Acknowledgment

Wexford/Missaukee Intermediate School District

The Intermediate School District provides coordination of services to individual schools, encouraging consolidated efforts in planning, purchase, implementation and the management of available technologies.

| Consortium Members | Contact Person |
|---|---------------------------------|
| Wexford/Missaukee ISD www.wmisd.k12.mi.us | Scott Crosby, Superintendent |
| Cadillac Area Public School www.cadillac.k12.mi.us | Paul Liabenow, Superintendent |
| Lake City Area School District www.lakecityschools.net | Harry Ashton, Superintendent |
| Manton Consolidated School District www.mantonschools.org | Mark Parsons, Superintendent |
| Marion Public School www.marion.k12.mi.us | Charles Chase, Superintendent |
| Mesick Consolidated School District www.mesick.org | Dennis Stratton, Superintendent |
| Pine River Area School District www.pineriver.k12.mi.us | Jim Ganger, Superintendent |

GUIDING DOCUMENTS FOR A MICHIGAN TECHNOLOGY PLAN

1. Required elements of a technology plan
<http://techplan.org>
2. State of Michigan Five Year Technology Plan
3. National Educational Technology Standards Project
4. Michigan Curriculum Framework
5. Instructional Technology Across the Curriculum (ITAC)
6. Technology content standards and benchmarks
<http://cdp.mde.state.mi.us/MCF/ContentStandards/Technology/default.html>
7. Michigan Information Network (MIN) vision document
(
8. NSSE Indicators for Quality for information systems in K-12 schools (National Study of School Evaluation). Library of Congress Catalog No. 95-71988.1996
9. Guiding Questions for Technology Planning: North Central Regional Technology Education Consortium (

Curriculum Integration Plans

McBain Rural Agricultural School's technology committee established our K-12 technology curriculum based on the Michigan Department of Education (MDE) Technology Content Standards and Benchmarks and the National Education Technology Standards. The technology curriculum will be revised during the 2008 – 2009 school year to meet the changing Michigan Technology Standards. Technology curriculum is integrated into the core curricular areas, presenting technology instruction as “an extension of the classroom curriculum.” Technology is not taught for “technology’s sake” but to:

- Provide learning experiences that are active, personalized and involve teamwork
- Involve higher level thinking skills
- Focus on solving real-life problems
- Approach learning in a way that combines school subjects
- Use information ethically and appropriately

The following timelines are an overview of our steps to an integrated technology curriculum.

- Create and maintain a technology committee to continue to supply representation and support for our staff.
- Provide professional development at all building levels to train and support the staff in the best practice lessons of technology integration.
- Upgrade the McBain Rural Agricultural School's Technology Curriculum to meet the new Michigan Technology Standards and Benchmarks.
- Include onsite building support for curriculum integration strategies to staff at each grade level.
- Use technology to annually review and disaggregate student data to create integrated lessons that will improve student academic achievement in identified areas.
- Investigate and implement the use of virtual and distance learning to provide a differentiated and advanced placement curriculum to meet the needs of all of our students including alternative and adult education programs.
- Create and maintain a district web page with links and messages to facilitate communication between the school, parents, and community on available technologies and resources.
- Evaluate the progress toward curriculum integration goals and strategies annually.
- Survey staff annually to determine training, equipment, software and support needs as related to integrated technology curriculum.

Communications/Public Relations

McBain Rural Agr'l School recognizes the importance of communicating technology goals and successes to our students, staff, parents and community. McBain Rural Agr'l School currently uses a wide variety of tools to communicate effectively with a broad constituency, and will continue to:

Publish (Print)

- Newsletters - Informer

 - New technology

 - Student successes with technology

 - Technology opportunities

- School Calendars

 - Technology programs offered

 - Statistics regarding technology use

 - Technology related building Goals

 - New technology

 - Student successes with technology

- Reports & Minutes

- Products produced by our technology students using state-of-the-art technology

Publish (electronically)

- School Website

- Internal newsletter

- Staff e-mail addresses and classroom websites

- Internal memos

- Professional journals and list-servers

- Informer and Middle School Newsletter

Present

- Community groups

- School board

- Parent/Teacher organizations

- Parent/Teacher conferences

- School staff meetings

- Technology conferences

- Business partners

Telephone

- Parents

- Community groups and organizations

- School groups and organizations

- Businesses

Demonstrate

- Building Open house

- Parent Night

- Group/ Organization visitation days

- Community workshops

McBain Rural Agr'l School will continue to explore new methods of communication as technologies evolve. Communication will become increasingly important as funding opportunities change.

McBain Rural Agr'l School's long-range goals are to:

- Increase the content and scope of the school website
- Increase communication opportunities through web-based application software
- Increase the use of electronic mail
- Explore new communication tools as they develop

Parental Involvement and Communication

McBain Rural Agr'l School strives to involve parents in all aspects of the educational process. Technology will continue to play an important role. Specific strategies include:

- Collect parent/guardian e-mail addresses
- Upgrade student management software to use electronic communication techniques
- Purchase and upgrade student software to meet the need of our students
- Require parent/guardian signatures on all Acceptable Use Policies
- Communicate technology usage to parents through multiple means

Specialized Courseware and Curricula

McBain Rural Agr'l School will continue to research the best methods of content delivery for classroom instruction. Electronic instruction programs will be explored including the use of MIVU, traditional distance learning classes, collaborations with existing content providers and new resources as they arise. The Use of video streaming in the class room to bring in up to date news and information. Building and classroom technology hardware will be maintained and serviced regularly to insure that content delivery is timely and efficient.

Through our NCA "Transitions" accreditations process we will continue to identify individual student needs and address those needs through all appropriate means including the use of electronic curricula and technology tools.

McBain Rural Agr'l School will continue to purchase and provide software that assists with the assessment of student performance of core curriculum areas. These assessments will be updated as the state, national, and local curriculum is updated. Assessment data will be used to determine student progress in six key areas: Language Arts, Math, Social Studies, Science, Career Awareness, and Employability Skills.

McBain Rural Agr'l School will continue to evaluate new technological innovations and their adaptations to classroom instruction. The district will continue it's commitment to providing necessary tools and connectivity for equal access to all students, staff and curricular areas.

McBain Rural Agr'l School will continue to provide access to equipment and materials to address any special needs students may have in maintaining their K-12 education.

McBain Rural Agr'l School will continue to support the student, staff and adult access to technology through the McBain Community/School Library.

Collaborations

Current Collaborations

The relationships with the following entities have facilitated the communication between students, parents, staff, colleagues and community members.

Wexford-Missaukee Intermediate School District

McBain Agricultural School has a cooperative relationship with the Intermediate School District through its Technology Committee having representatives from each of the other K-12 districts.

The WMISD has made a concerted effort to coordinate information between the Administrative Committees, the Curriculum Task Force and the Technology Committee.

McBain Continuing Education Program

McBain Agricultural School provides facilities in which the program can offer technology related classes, dual enrollment classes and enrichment courses to the staff as well as community members in an effort to promote Adult Literacy.

Website – www.mcbain.org

Our website provides school and community information.

District Newsletter

The “Informer” provides a format to inform the community of school events, activities, school board news and educational highlights.

Business/Education Partnerships

The school’s association with Business/Education Partnerships provides opportunities for students to explore “real world” employment situations through job fairs, site visits and job shadowing.

North Central Accreditation (NCA)

McBain Agricultural School has received NCA’s “transitional” accreditation. The relationship with this organization requires electronic collection, transfer, and storage as well as teacher access of student data.

City of McBain

The City of McBain has been helpful in the building and coordinated management efforts of our “School/Community Library”. The school is committed to provide access to technology through community programs as well as use to our Community/School Library

Professional Development

McBain has made a consistent effort to provide professional development opportunities for all staff members in technology applications and their integration into the curriculum. Efforts have also been made to introduce them to emerging technologies and their possible implications on the delivery of education in the classroom.

The specific objectives of professional development for our staff are to:

1. Involve staff in planning and assessing needs to assure a sound planning process via
 - a. Technology Integration Committees
 - b. Survey to assess training needs
 - c. Coordination of opportunities for technology training
2. Plan for adequate time and resources
 - a. Offer training during non-school hours
 - b. Utilize in-service time for technology training
 - c. Use interactive, hands-on methodologies in training
3. Provide continuity of programs over time
 - a. Train new staff on network hardware and software
 - b. Build continuously upon previous training
 - c. Provide varying levels of instruction
4. Provide clear expectation for program participants
 - a. Include detailed checklists for in-house training
 - b. Expect technology to be used in meeting District and MDE benchmarks
 - c. Providing documentation that professional development covers the National Educational Standards for Teachers and Administrators (iste) and Michigan Technology Standards and Benchmarks.
5. Incorporate technology integration into staff evaluation procedures
 - a. Provide environment conducive for learning
 - b. Recognize staff as professionals
 - c. Provide for varied learning styles and levels of development
6. Provide skilled trainers, presenters and resources
 - a. Use the "Train the Trainers" model
 - b. Utilize technology and training support provided by vendors
 - c. Invite professional presenters and/or trainers
7. Use follow-up strategies
 - a. Repeat offerings for areas of greatest need and/or interest
 - b. Provide in-class modeling and support
 - c. Use electronic methods for delivery of instructional materials
 - d. Work toward paperless district communications
8. Evaluate staff development technology training sessions.
 - a. Survey staff to determine usefulness of training
 - b. Conduct survey after training to assess implementation of new uses of technology

Professional Development Implementation Timeline

Professional development will be part of the district's staff annual teacher/staff "inservice" program. There has been a continued commitment to the use of technology in classroom management, classroom presentation, integration of technology in the delivery of curriculum to improve the student achievement throughout the K-12 program. The professional development efforts will reflect the requirements of the National Educational Standards for Teachers and Administrators (iste) and the Michigan Technology Standards and Benchmarks

2009-2010 Sessions

- SDS student management and grade reporting program
- Desktop applications including all features of Microsoft Office
- Use of current presentation equipment installations in the classroom
 - Video projectors
 - Document cameras
 - Audio/Video displays
 - Video Streaming
- Internet offerings and online enhancements
- Web page design and utilization in classroom communication
- Integration of 2-way interactive telecommunication programs
 - Virtual fieldtrip offerings and access
 - Curriculum based materials and presentations
- Class Server Utilization – Targeted area – Elementary and Middle School Math
 - Curriculum integration
 - Periodic testing programs
- High School Math – textbook and visual integration

2010-2011 Sessions

- SDS student management and grade reporting program
- Desktop applications including all features of Microsoft Office
- Use of current presentation equipment installations in the classroom
 - Video projectors
 - Document cameras
 - Audio/Video displays
 - Video Streaming
- Internet offerings and online enhancements
- Web page design and utilization in classroom communication
- Integration of 2-way interactive telecommunication programs
 - Virtual fieldtrip offerings and access
 - Curriculum based materials and presentations
- Class Server Utilization – Targeted area – Elementary and Middle School Language Arts
 - Curriculum integration
 - Periodic testing programs

2011-2012 Sessions

- SDS student management and grade reporting program
- Desktop applications including all features of Microsoft Office
- Use of current presentation equipment installations in the classroom
 - Video projectors
 - Document cameras
 - Audio/Video Displays
 - Video Streaming
- Internet offerings and online enhancements
- Web page design and utilization in classroom communication
- Integration of 2-way interactive telecommunication programs
 - Virtual fieldtrip offerings and access
 - Curriculum based materials and presentations
- Class Server Utilization
 - Curriculum integration
 - Periodic testing programs

The district will continue to provide access to training courses and materials through the following resources.

- Wexford/ Missaukee ISD
 - Class server
 - Virtual field trips
 - Management and reporting software
 - 2Way Interactive equipment
 - Internet and bandwidth expandability
- REMC Center
 - Variety of educational materials and equipment
- Cooperation with Colleges for online degree work

Evaluation

Evaluation of Technology Plan

The Technology Committee will carefully conduct the evaluation of the McBain Rural Agricultural School's Technology Plan and its implementation. The Technology Committee will meet at least three times throughout each school year as to monitor current situations and explore evolving technologies and their implications on classroom delivery of curriculum. A survey of the teaching staff be taken to inventory the needs, the efficacy and success or shortcomings of current hardware/software implementations. The Technology Committee will be responsible for annual evaluation and make recommendations to the administration for strategies for implementation of upgrades and additions. Chad Grundy, Technology Coordinator and Laura Chudzinski, Media Specialist, will continually administrate and evaluate the implementation of the technology installations.

Evaluation of Progress

Each spring, a meeting will be held for the purpose of evaluating the progress and synchronization with our Technology Plan. Representatives from the Wexford-Missaukee Intermediate School District as well as technology representatives from surrounding school districts will be invited to participate in this evaluation. An audit of progress as it relates to our technology plan will be completed and appropriate adjustments to the plan will be made. Recommendations will be made to the administration for prioritization of software and hardware purchases, installations and implementation.

Evaluation of Internet Access Policies

Each year, the Technology Committee will evaluate the efficacy of our student and staff internet access policies and how they are implemented. Currently, the students and staff have a unique Windows ID and password. The login is given internet access only after an Acceptable Use Policy, signed by both student and parent, is presented to the Technology Coordinator. Our Watchguard Firebox" is employed to control access and used to filter the appropriateness of web access.

Supporting Resources

District Policies

- AUP and Technology Use Rules for Students
- AUP and Technology Use Rules for Staff

School Web Site

- Posting of school calendar and student information
- Posting of current events
- Web mail
- Access to Student Management Software
- Teacher Posting of Assignments and classroom events

Instructional Software

- Microsoft Class Server
- CCC Successmaker
- Accelerated Reader
- Accelerated Math
- Key Train
- Read Naturally

Online Subscriptions

- United Streaming
- Library Catalog System
- Bridges Career Exploration

Staff memberships to professional organizations

- MIEM – Michigan Institute of Educational Management
 - Publications
 - Conferences
 - Web sites
- MACUL – Michigan Association of Computer Users in Learning
 - Publications
 - Conferences
 - Web sites

ISD and REMC Support

- Webmax media collections
- Tandberg Distance Learning
 - Interactive Class offerings with other schools in the ISD
 - Staff Inservices and collaborative meetings
 - Student management/accounting meetings
 - Virtual Field Trip committee meetings
- Training at the ISD
 - Office applications
 - Student management/accounting
 - Inovations in technology integration into curricular areas

Professional development for Media Specialists

Michigan Electronic Library

Video Streaming

Webmax

Distance Learning management

Web sites

Bandwidth management

Consortium purchases

ISD Technology Committee

Mid Michigan Community College

Dual Enrollment courses

Baker College

Dual Enrollment courses

Staff may audit classes for ½ price and receive certificate of completion

SB-CEU's available for training through ISD

Technology Funding

Challenge:

The ability to fund technology initiatives must be shared by local, state, and federal programs. Additionally, private funding must be pursued to achieve technology related goals outlined in the McBain Rural Agricultural School technology plan. Public and private funding initiatives to assist schools with the acquisition of technology for classroom and administrative uses are placing a greater premium on collaborative endeavors that maximize the positive impact and value of investment for each project. Since 1994, with the dedication of the Michigan Public Service Commission excess earning of Ameritech to support educational technology, schools have been increasingly conscious of the need to work with others, including libraries, health care facilities, nonprofit organizations and private business. However, this need to form partnerships and collaborative efforts will require increased attention not and in future year. While we must be mindful that we must also share local talents and resources for others to mutually benefit.

Recommendation:

The McBain Rural Agricultural School should make every effort to maximize the funding support and assistance available from public and private sources by establishing collaborative arrangements with other school districts, ISD's, colleges, universities, libraries, and similar entities. We need partners to aggregate demand for technology products and services. Real savings will result from participation in initiative such as the Universal Service Fund (USF) program. These dollars should be designated for additional technology-related investments. We must plan for, and use Durant funds in technology related areas that benefit all students and educators. Most importantly, we must allocate and obtain funds that provide for training and support to assure that other technology investments are fully utilized and that students achieve the maximum benefit of technology as a tool in the educational process.

Rationale and Implementation:

The McBain Rural Agricultural School realizes with increasing frequency that much of our demand for technology and telecommunications services - such as Internet access, bandwidth for interactive video programming and even basic telephone services - bears similarity to the needs of colleges, universities, libraries, health care facilities, nonprofit organizations, private business, governmental agencies and other schools. Collaborative purchasing and leasing agreement aggregate demand and consequently, drive down prices. Fiscal efficiencies can be achieved by the districts if we re-invest savings from the federal USF discount program to help extend existing funding for technology, in some cases applying those savings toward programs. Basic strategies for funding technology-related needs must occur on a regular basis, but no less than annually.

Infrastructure

Existing Network Infrastructure & Equipment

| | |
|--------------------|---|
| 12 | Switches |
| 15 | Mini Switches |
| 3 | Switches |
| 2 | Routers |
| 1 | DSU/CSU |
| 485 | Network Nodes |
| 350 | Computers, Desktops |
| 44 | Computers, Laptops |
| 20 | Printers, Laser |
| 15 | Scanners, Video Cameras, etc. |
| 3 | Servers, Windows |
| 2 | T-1 |
| 1 | Nortel Phone System |
| 110 | Phones |
| 90 | TV |
| 85 | VCR/DVD |
| Voice, Video, Data | Delivered to all Teaching Stations, Offices |

Existing Installations – Curricular and Administrative Services Delivered

| Elementary | Middle School | High School | Media Center |
|--------------------------|------------------------|------------------------|------------------------|
| CCC K-5 | Accelerated Reading | Accelerated Reading | Circulation Software |
| Math | Accelerated Math | Keyboarding | EOSI |
| Language Arts | Keyboarding | Computer Applications | Internet Resources |
| Read Naturally 3-5 | Computer Applications | Career Tech Lab | Internet Subscriptions |
| Accelerated Reading | Bridges (Career Expl.) | CAD Lab | World Almanac |
| Keyboarding Typing Tutor | Rocketry | Bridges (Career Expl.) | World Book |
| | Robotics | Distance Learning | DTN |
| | | Dual Enrollment | CollegeView |
| | | MIVU | Video Library |
| | | | Landmark Audio Library |
| | | | CD ROM Library |
| | | | |

| | | | |
|------------------|------------------|------------------|------------------|
| Internet Access | Internet Access | Internet Access | Internet Access |
| SDS - Attendance | SDS - Attendance | SDS – Attendance | SDS – Attendance |
| | Grade Reporting | Grade Reporting | Grade Reporting |

**See Attachment #1 for Budget and Action Plan
Proposed Improvements, Upgrades and Installations
2009-2010**

| Item | Number | Cost | Source of Revenue |
|-----------------------------------|---------------|-------------|--------------------------|
| Additional Computers | 10 | \$10,000 | General |
| Upgrade Computers | 25 | \$25,000 | General |
| Printers | 2 | \$2500 | General |
| Professional Development | | \$5,000 | General |
| Network Upgrades/Licenses | | \$5,000 | General |
| Network Servers | 1 | \$10,000 | Library Fund |
| Classroom Doc Cameras | 4 | \$2200 | Capital Projects |
| Video Projectors | 3 | \$3500 | Capital Projects |
| Wages, Benefits, Contracted Serv. | | \$55,000 | General |

**Proposed Improvements, Upgrades and Installations
2010-2011**

| Item | Number | Cost | Source of Revenue |
|-----------------------------------|---------------|-------------|--------------------------|
| Additional Computers | 10 | \$10,000 | General |
| Upgrade Computers | 25 | \$25,000 | General |
| Printers | 2 | \$2500 | General |
| Professional Development | | \$5,000 | General |
| Network Upgrades/Licenses | | \$5,000 | General |
| Network Servers | 1 | \$10,000 | Library Fund |
| Classroom Doc Cameras | 4 | \$2200 | Capital Projects |
| Video Projectors | 3 | \$3500 | Capital Projects |
| Wireless Infrastructure | | \$10,000 | Capital Projects |
| Wages, Benefits, Contracted Serv. | | \$60,000 | General |

**Proposed Improvements, Upgrades and Installations
2011-2012**

| Item | Number | Cost | Source of Revenue |
|---------------------------|---------------|-------------|--------------------------|
| Additional Computers | 10 | \$10,000 | General |
| Upgrade Computers | 25 | \$25,000 | General |
| Printers | 2 | \$2500 | General |
| Professional Development | | \$5,000 | General |
| Network Upgrades/Licenses | | \$5,000 | General |
| Network Servers | 1 | \$10,000 | Library Fund |
| Classroom Doc Cameras | 4 | \$2200 | Capital Projects |
| Video Projectors | 3 | \$3500 | Capital Projects |

| | | | |
|-----------------------------------|--|----------|------------------|
| Wireless Additions | | \$3500 | Capital Projects |
| Wages, Benefits, Contracted Serv. | | \$65,000 | General |

Increase Access

McBain Rural Agricultural School strives to provide easy access to technology for staff, students and patrons of our library.

Teacher (all classrooms) Access:

Workstations with network, internet, and WAN

Video presentation equipment

Digital video projector

Document camera

VCR/DVD player

Video streaming

“Brain Pop” and other online resources

Telephone

Media Center (with connectivity to our network/Wireless Internet) is available before and after school and extended hours to the public. Our “public/school” library provides unique opportunities to extend our services into the community.

Office personnel has access to all technology through our network.

Tandberg equipment is available for:

Two way interactive sessions

Virtual field trips

Professional Development events

Expansion of classroom delivery equipment and software is continually being evaluated for implementation.

Computer labs are available for “after school hours” training sessions.

Technology is available for summer school programs.

McBain School District
Staff Internet Policy and Procedure Training Agreement

This agreement is entered into this _____ day of _____, 2006 between _____, hereafter referred to as the User and the McBain School District. The purpose of this agreement is to provide Internet access for educational purposes.

The intent of this contract is to ensure that users understand and will comply with all acceptable use policies, terms, and conditions for use of the Internet.

Internet access is a privilege offered to assist in the collaboration and exchange of information, facilitate personal growth in the use of technology, enhance information gathering and communication skills, and to provide resources which will enhance the user's entire educational experience.

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

- A. The use of the Internet is a privilege which may be revoked by the district at any time for any reason what so ever. Improper use of the Internet resources may also give rise to further disciplinary action consistent with the district policies.

- B. Access to Internet resources is offered as a privilege for educational use only. Unacceptable uses of Internet resources include, but are not limited to, the following:
 - 1. any infringement on copyright;

 - 2. the transmission or viewing of any material which is pornographic in nature, abusive, racial, gender offensive, ethnically offensive, defamatory, or an invasion of privacy;

 - 3. the posting of goods and services and other transactions commercial in nature;

 - 4. activity viewed as detrimental to the stability and security of the Internet. These activities include, but are not limited to, an introduction of a virus to the Internet,

malicious destruction of hardware, software, or data on the Internet, attempting to learn or use accounts or passwords other than those issued to the user, and or disclosing, for any reason, one's own password;

5. any activity otherwise prohibited by law.

The district reserves the right to determine, in its sole discretion, whether any use, material, or activity is acceptable or not acceptable.

- C. The district and or Internet resources are intended for exclusive use by their registered users. The user is responsible for his/her account, password, and or access privilege. Any problem, which may arise from the use of a user account, is the responsibility of the account holder.
- D. E-Mail must be removed from the system on a regular basis. The district reserves the right to take over the maintenance of such unmanaged accounts.
- E. The district does not guarantee that the functions of the system will meet any specific requirements the user may have, or that it will be error free or uninterrupted; nor shall the district be liable for any direct, indirect, incidental, or consequential damages sustained or incurred in connection with the use and operation of the system or inability to use the system.
- F. The district reserves the right to monitor information, activity, and file server disk space consumed by the user.
- G. As a user, you are responsible for any and all activity associated with your access account.
- H. The user will be financially liable for damages inflicted to any part of the system.

In consideration for the privilege of access to the Internet resources, I hereby release McBain Rural Agricultural School, Wexford-Missaukee ISD and Local Internet Services, Inc., and their employees, agents, operators, stock holders, and board members from any and all claims of any nature arising from my use of, misuse of, or inability to use, these Internet resources.

I agree to abide by these rules and regulations of system usage and such further rules and regulations as may be further added from time to time by the district. These rules will be available in hard copy from the district.

Signature of user

Date

McBain School District Student Internet Policy and Procedure Training Agreement

This agreement is entered into this _____ day of _____, 2006 between _____, hereafter referred to as the User and the McBain School District. The purpose of this agreement is to provide Internet access for educational purposes.

The intent of this contract is to ensure that users understand and will comply with all acceptable use policies, terms, and conditions for use of the Internet.

Internet access is a privilege offered to assist in the collaboration and exchange of information, facilitate personal growth in the use of technology, enhance information gathering and communication skills, and to provide resources which will enhance the user's entire educational experience.

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

- A. The use of the Internet is a privilege which may be revoked by the district at any time for any reason what so ever. Improper use of the Internet resources may also give rise to further disciplinary action consistent with the district policies.

- B. Access to Internet resources is offered as a privilege for educational use only. Unacceptable uses of Internet resources include, but are not limited to, the following:
 - 1. any infringement on copyright;

 - 2. the transmission or viewing of any material which is pornographic in nature, abusive, racial, gender offensive, ethnically offensive, defamatory, or an invasion of privacy;

 - 3. the posting of goods and services and other transactions commercial in nature;

 - 4. activity viewed as detrimental to the stability and security of the Internet. These activities include, but are not limited to, an introduction of a virus to the Internet, malicious destruction of hardware, software, or data on the Internet, attempting to learn or use accounts or

passwords other than those issued to the user, and or disclosing, for any reason, one's own password;

5. any activity otherwise prohibited by law.

The district reserves the right to determine, in its sole discretion, whether any use, material, or activity is acceptable or not acceptable.

- C. The district and or Internet resources are intended for exclusive use by their registered users. The user is responsible for his/her account, password, and or access privilege. Any problem, which may arise from the use of a user account, is the responsibility of the account holder.
- D. E-Mail must be removed from the system on a regular basis. The district reserves the right to take over the maintenance of such unmanaged accounts.
- E. The district does not guarantee that the functions of the system will meet any specific requirements the user may have, or that it will be error free or uninterrupted; nor shall the district be liable for any direct, indirect, incidental, or consequential damages sustained or incurred in connection with the use and operation of the system or inability to use the system.
- F. The district reserves the right to monitor information, activity, and file server disk space consumed by the user.
- G. As a user, you are responsible for any and all activity associated with your access account.
- H. The user will be financially liable for damages inflicted to any part of the system.

In consideration for the privilege of access to the Internet resources, I hereby release McBain Rural Agricultural School, Wexford-Missaukee ISD and Local Internet Services, Inc., and their employees, agents, operators, stock holders, and board members from any and all claims of any nature arising from my use of, misuse of, or inability to use, these Internet resources.

I agree to abide by these rules and regulations of system usage and such further rules and regulations as may be further added from time to time by the district. These rules will be available in hard copy from the district.

Signature of user
Network ID

Date

Signature of Parent or Legal Guardian Date

McBain School District Application for an Education Staff Account

I _____ (staff member name), hereby apply for an Internet access account on the Local Internet System. By applying, I attest that I have completed, read, and understand the Access Agreement for Staff and will adhere to the terms set forth therein.

Name Last: _____ First: _____ Middle: _____

School District: _____

School Building: _____

Requested Login Name: _____

*This will be your E-Mail Name

(first choice)

(second choice)

(Maximum of eight characters and all must be lower case.)

Requested Password: _____

(Maximum of eight characters and all must be lower case)

Do you currently have access to a computer at home? yes no

Signature: _____ Date ___/___/___

District Realm Manager (RM) or Internet Mentor (IM)

Name: **Chad Grundy**

Signature: _____ Date ___/___/___

For Office Use Only

User Name: _____ Authorized Representative: _____

Access Agreement

Approval Date: _____

Policy Competency

Revoked ___/___/___ Initial _____

Reinstated ___/___/___ Initial _____

On-line Training

Revoked ___/___/___ Initial _____

Account Approved yes no

Reinstated ___/___/___ Initial _____

McBain School District Technology Mission Statement

Introduction:

We believe that all students in the McBain School District must develop competence in using and applying a broad range of technologies to support lifelong learning. Current and emerging technologies have a value, which is worth curriculum enhancement. Through their use, students can: interact with vast information resources, participate in global communication, and work within individualized learning environments and with expanded curricular resources. All students should be afforded an opportunity to learn basic computer functions.

These technologies include hardware (e.g., computers, interactive video), software, network communications, and information resources. Technology-related programs use these systems and material to support education, both as tools for individual learners and as tools for creating and enhancing learning environments.

There are four education considerations that require the use of technology in our schools:

1. All people are becoming increasingly dependent upon understanding and using technologies.
2. The availability of electronic media, on-line information and communication systems offer opportunities in education not available through traditional means;
3. The growing volume of electronic information increases the importance that students develop critical thinking and research skills that will allow them to better organize, assess, and apply information;

4. The rapidly evolving use of computers to solve problems shapes the way we think about the problems as well as the kinds of problems we attempt to solve.

Mission:

Technologies should be used to support, enhance, and optimize the educational endeavors of the district in coordinated fashion spanning all grade levels, disciplines, and programs where appropriate. Technology should be used to foster equity among all students, regardless of socioeconomic status, race, gender, or disabilities.

The district should support the efforts of students, teachers, administrators and staff to: develop understanding, self-confidence, and skills in the use of appropriate tools; learn to adapt to new technologies that show promise; and use technology effectively and efficiently. The district should also harness the potentials of technology to foster opportunities for the community to become a partner in the district's educational enterprise.

Educators should be given opportunities to acquire, adapt and develop materials that incorporate technology in the learning process and be encouraged to share these instructional resources and methodologies with others. The district should utilize technologies effectively to minimize the cost of administrative services.

McBain Rural Agricultural School Internet Use Policy

This policy is developed to guide the activities of all students and staff accessing Network and Internet resources as a part of their educational or work experience.

A. Purpose

1. The district may provide Internet / network resources to all students, employees, board members, and where appropriate adult literacy groups for educational purposes.
2. The Network and Internet will be provided for a limited educational purpose. The term "educational purpose" includes the use of technology resources for classroom activities, professional or career development, and research that are an extension of a class assignment or work related activity.
3. Students' use of the system will be governed by this policy, related district regulations, the student acceptable use policy, and the student discipline code. Employee use will be governed by this policy, related district regulations, district employment policy, and the acceptable use policy.
4. All students and staff using this system will sign and agree to comply with the acceptable use policy.
5. All student acceptable use policies will be agreed to and signed by the parent and/or guardian.
6. The parent or guardian may revoke Internet privileges for their minor child at any time.

B. Responsibilities

1. The McBain Rural Agricultural School will provide Internet access in compliance with any state or federal laws including The Children's Internet Protection Act (CIPA) applicable to usage in a school community.
2. On site teacher supervision will be used to guide student activities consistent with all other educational experience offered within the classroom.
3. The District will provide Internet filtering software (Watchguard) to limit access to inappropriate content areas however within the limitations as outlined by the software vendor.
4. As a part of routine maintenance the District will review Internet and network activity logs.
5. Systems users have a limited privacy expectation in the content of their files and records related to their on-line activity.
6. Routine monitoring of the Internet or Network system may lead to discovery that a user has or is violating the Acceptable Use Policy, the student discipline code, or the law.

7. An individual search maybe conducted if there is reasonable suspicion that a user has violated the law, student discipline code of Acceptable Use Policy. The nature of the investigation will be reasonable and in the context of the nature of the alleged violation.
8. The District reserves the rights to limit, restrict, or deny access to Internet/Network resources consistent with its policies, or discipline code.