



Technology Plan Submission Form School Years 2012-2015

District Name	CALICO ROCK SCHOOL DISTRICT
County	Izard
Education Cooperative	Northcentral Arkansas Educational Service Cooperat
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Include URL of technology plan if posted to district website:	http://pirates.k12.ar.us/view/42

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Current District Demographics

District Profile	
DISTRICT NAME: CALICO ROCK SCHOOL DISTRICT	
District Local Education Agency (LEA) Number:	3301000
Number of Schools in the LEA :	2
Total Number of Teachers for the District:	43
Total Number of Students Enrolled in the District:	421
District Billed Entity Number:	139622
FCC Registration Number (FCC-RN):	11960622
District National Center for Education Statistics (NCES) Number:	503840
Percentage of Students Eligible for Free/Reduced Lunch:	55
E-Rate District Discount Level:	80
Internet Connected Student/Computer Ratio for District:	21:19
Based on Census Tract information is your district considered Rural or Urban:	Rural

	(Year 1)2012-2013	(Year 2)2013-2014	(Year 3)2014-2015
Number of computers & other devices with Internet access before application.	363.00	413.00	463.00
Projected number of computers & other devices for each year of this technology plan	363.00	413.00	463.00
Direct connections to the Internet number of drops.	296.00	296.00	296.00
Number of classrooms with Internet access.	77.00	77.00	77.00
Direct broadband services between 10 Mbps and 200 Mbps.	2.00	2.00	2.00



School(s) Profile

To be consistent, please use the same school name submitted to Child Nutrition for the Cycle 2 APSCN Report. Please list the name of every school, new and non-instructional facilities for which you file E-Rate.

School Name	LEA#	E-Rate Entity #	NCES#	BEN#
CALICO ROCK ELEMENTARY SCHOOL	3301001	82987	5038400	0
CALICO ROCK HIGH SCHOOL	3301002	82988	5038400	0

Technology Committee

The Technology Committee should represent all stakeholders. Development of the technology plan and implementation of the plan should enable parents, educators, students and community members to benefit from the investment in technology. All should have representation on the committee.

District Technology Committee		
Member	Title	Constituency Represented
Mike Mason	Technology Coordinator/Federal Funds Coordinator	District
Michelle Cooper	Elementary Principal	Administration
Anita Cook	High School Principal	Administration
Mark Green	Media Specialist	High School
Buffy Brightwell	Media Specialist	Elementary School
Betty Thornton	Teacher	High School
Melva Brannon	Teacher	High School
Kish Pool	Teacher	Elementary School
Lesa Thompson	Teacher	Elementary School
Becky Brown	Parent	High School
Don Gillihan	Elementary Aide	Elementary
Carol Hicks	Parent	High School/community
Sr. Class President	Student	Student Body
Liz Hiers	Math Teacher	High School
Ginger Miller	Business Teacher	High School

Narrative: A narrative on the technology planning process to include:



Our technology committee represents our entire faculty, community, student body and administration. These members either volunteered or were selected by a group of their peers to represent particular grade levels on the committee.

The committee meets once a semester (more if needed) to evaluate and update the district's technology plan. This includes developing timelines for purchasing, installing, training and evaluating hardware and software. Our committee also surveys staff members with formal and informal evaluations to determine areas of deficiencies and then plan training based on survey results.

Each committee member is responsible for reporting and surveying other teachers and staff members (specifically assigned) about the technology committee's intentions, plans, etc... Therefore, all members of our faculty, staff and student body are represented in the planning process. The parents on the committee also represent our community and show our commitment to parental involvement in our students education. Both our high school and elementary principals attend our meetings and make suggestions and help with the overall strategic development of the district's plan.

Vision and Mission Statements

Vision Statement

In this, the 21st century, understanding and using technology will be an integral part of virtually all aspects of our daily lives. The Calico Rock School District and its patrons will work toward the creation of a virtual community to empower our students and faculty through the use of technological tools to meet this challenge. Students will be able to expand their knowledge base and improve their critical thinking, problem solving and decision making skills. These tools will help provide an environment where teachers and students work together to discover new learning with new teaching styles while preparing students for the future. This environment for learning will help our students to become life-long learners allowing them to excel in the Global future.

Future classrooms will be structured toward a 1:1 computer/student ratio. Instructors will use various methods such as video, presentation software and analysis software in a paperless environment in the future.

Mission Statement

The mission of the Calico Rock School District is to meet today's challenges with the ever evolving world of technology. We hope to accomplish this mission by:

1. providing a rich, sustained professional development program for teachers and staff.
2. requiring the use of technology skills in classrooms by teachers.
3. encouraging teachers to change their teaching styles to become mentors and facilitators in the learning process—providing an environment where teachers and students are all teachers and learners.
4. visiting and revisiting best practices for technology integration into the curriculum to improve student performance.
5. refocusing our classrooms to become inquiry oriented, task based, hands-on learning centers.
6. constant maintenance and upgrading of the district's infrastructure.

Current Technology Assessment

A. Technology Integration with Curriculum and Instruction

The Calico Rock School District provides a strong infrastructure, hardware and software to its students and staff. One hundred percent of our classrooms and offices are networked to provide access to the Internet and network resources. Technology is a priority with our administration; therefore, we as a District have provided teachers and students with the very best components for student achievement. However, being able to purchase and place these items in our district has not completely increased student achievement to the level that we had hoped. Training to better utilize all the resources available to our staff is probably our biggest weakness. Consequently, technology training in-service will be a large part of this plan and our future plans.

Currently, teachers are using a variety of resources in their classroom. Digital cameras, smartboards/starboards, document camera's, scanners, printers, and digital microscopes and electronic probes are all being integrated into classroom activities to enhance curriculum and increase student performance. The Math department uses the TI-Nspire graphing calculators and a Classroom Performance System that provides the teacher with instant feedback on students knowledge. An assortment of software is also empowering teachers and students to perform at higher levels. Technology provides tutorials for those students that require assistance, and it opens doors to greater learning opportunities for our gifted students. Students currently employ technology to complete research projects, key documents, analyze numeric problems and graph their results, edit video and audio, create visual presentations and analyze scientific data.

The School District also has the ability to offer online classes through the Distance Learning Lab located on the High School campus.

We currently support our math and writing student achievement curriculum with Accelerated Math, Star Math, Accelerated Reader and Star Reading. Study Island was added at the high school for grades 7-12 in 2011. During the Spring of 2006 we added Orchard software to further address remediation and skills improvement and that is still used at the K-6 grade level. Fall of 2005 a school paper was published to the Internet. Students used technology to produce and present this work to the public.

Parents can use our online gradebook (Jupitergrades) to track student progress. This system allows parents to check their students performance in the classroom at anytime by accessing the online gradebook using a security code. This also allows for parental involvement because parents can email the teacher with any questions or concerns they may have immediately.

The District currently uses the state approved web filter (M86) to monitor the network.



B. Professional Development

Presently, we use the Mankato Technology Assessment to determine the level of teacher proficiency with technology. We do not currently assess technology integration levels in the classroom, but this will become a priority as technology components will be added to the teacher evaluation process. Evidence of the knowledge and application of technology can be seen in the results of the Mankato surveys. Our current staff technology levels can be seen in the table below:

Beginner

(Level 1) 0%

Intermediate

(Level 2) 29.62%

Proficient

(Level 3) 51.85%

Advanced

(Level 4) 18.51%

The numbers represent an upward movement in all levels.

Over the past five years our District has relied on our local educational cooperative to provide technology in-service for our teachers, staff and administration and we will continue to do so in the future. Building principals approve the teachers' selections of technology workshops ensuring that they meet the integrated technology criteria.

At the beginning of each year the district conducts a Technology In-service for the teachers. This in-service allows them an opportunity to learn about the new software installed during the summer and previous year. The Technology In-service covers the WEB based email system, GMail, and a brief introduction the WEB based Special Ed and Library Software and the use of iPads in the classroom. Training was purchased for the Orchard Learning system and was conducted for all teachers.

Professional Development in our district includes but is not limited to online learning, interactive videos, videos and face to face instruction each year.

We currently follow the International Society for Technology in Education (ISTE) standards at the Calico Rock School District.



C. Equitable Use of Technology

Equal access to technology is provided to all students, staff, faculty, and administration regardless of race, color, national origin, sex, age, or qualified handicap. The Calico Rock School District provides several software packages that allow students to progress at their individual learning levels—Accelerated Reader, Accelerated Math, Study Island, Kurzweil and Orchard. The Orchard and Kurzweil software also allow material to be read to students that have difficulty reading.

Staff members attend training annually to be able to keep up to date with the advances in technology for students with special needs.

D. Current Technology Inventory (2012-2015)

A manual inventory is conducted at the end of each school year. An inventory program is also used to track the Machine and MAC numbers during the school year. This program records the username and machine information each time a user logs on to the network. The technology coordinator, using a database, keeps this information. This database is linked with the state required database at the end of each school year.

Retaining this type of information will be very helpful if USAC requests this information in the future.

List of Equipment	Serial #	Make & Model	Date of Purchase	Install Date	Original Location	Current Location	Replacement Date (if applicable)	Quantity	Notes
DSL Lines			-	-			-	2	
Servers			-	-			-	3	
Fax Machines			-	-			-	2	
Tanberg Codec for Dis. Learn.			-	-			-	1	
Phone Lines			-	-			-	10	
Rooms with Internet Access			-	-			-	77	
Netbooks			-	-			-	40	
IPODS			-	-			-	20	
Smartboards/Starboard			-	-			-	32	
Projectors			-	-			-	32	
IPADS			-	-			-	50	
Laptops			-	-			-	36	
Desktop computers			-	-			-	238	



Needs Assessment

The schools technology committee decided the major item facing the district will be the need for a wireless network system. There is no wireless networking system in the district currently. To meet the needs of the Common Core Testing, the district will have to use mobile labs and these will need a wireless network that can handle the traffic. At the beginning of the 2011-2012 we conducted a poll of the 43 teachers at Calico Rock of current needs for the district. The major issues facing the district was to create a wireless network, purchase mobile devices for the classrooms (ex: ipads, laptops, ipods, etc.) and training teachers to use technology in the classroom.

The technology committee sent two technology surveys out in the 2009-2010 school year. The committee will send out the surveys again in the 2013-2014 school year to evaluate the school every four years. One survey was to the staff and teachers. This survey had a dual purpose, to evaluate the technology aptitude of the staff and to obtain their input on the needs of the district. The most need was found to be more time and opportunity to attend and self-instruct the many new technology advances. The survey also indicated a need for a new computer lab at the High School. The second survey was to the area business and community leaders. Overall the results are very positive for the district. Below is a summary of the survey with the results in percent form after each question.

Word Processing Skills

Is this a useful skill for your employees to have:

Not Useful 1 2 3 4 5 Very Useful

(1) 0% (2) 0% (3) 12.5% (4) 75% (5) 12.5%

Do the students at Calico Rock High School have adequate training in this area?

Not Adequate 1 2 3 4 5 Very Adequate

(1) 0% (2) 0% (3) 14% (4) 43% (5) 43%

Spreadsheets

Is this a useful skill for your employees to have?

Not Useful 1 2 3 4 5 Very Useful

(1) 0% (2) 25% (3) 25% (4) 25% (5) 25%

Do the students at Calico Rock High School have adequate training in this area?

Not Adequate 1 2 3 4 5 Very Adequate

(1) 0% (2) 0% (3) 28% (4) 28% (5) 44%

Databases

Is this a useful skill for your employees to have?

Not Useful 1 2 3 4 5 Very Useful

(1) 0% (2) 37.5% (3) 37.5% (4) 12.5% (5) 12.5%

Do the students at Calico Rock High School have adequate training in this area?

Not Adequate 1 2 3 4 5 Very Adequate

(1) 0% (2) 0% (3) 57.1% (4) 28.6% (5) 14.3%

Presentation Software

Is this a useful skill for your employees to have?



Not Useful 1 2 3 4 5 Very Useful

(1) 0% (2) 0% (3) 12.5% (4) 50% (5) 12.5%

Do the students at Calico Rock High School have adequate training in this area?

Not Adequate 1 2 3 4 5 Very Adequate

(1) 0% (2) 0% (3) 43% (4) 14% (5) 43%

Web Page Design

Is this a useful skill for your employees to have?

Not Useful 1 2 3 4 5 Very Useful

(1) 0% (2) 0% (3) 25% (4) 37.5% (5) 37.5%

Do the students at Calico Rock High School have adequate training in this area?

Not Adequate 1 2 3 4 5 Very Adequate

(1) 0% (2) 0% (3) 43% (4) 43% (5) 14%

Goals, Objectives and Strategies and Implementation of Plan

Technology Goal: State the particular goal that supports your technology plan.

ACTION TIMELINE

Goals	Strategies	Timeframe for this Activity	Professional Development Required	Cost(Budget)for this Activity
Empower teachers with resources	ISTE-NETS	2012-2015	60	5000
Monitoring and Evaluation:				
Calico Rock School District shall provide adequate professional development for its teachers to meet these standards and expect incoming employees be familiar with these concepts and skills (as per ISTE-NETS* standards). Inservice will be provided for all new applications and additional Professional Development options for existing applications. Teachers will be instructed on the ISTE student standards and assisted in incorporating them in their lesson plans.				
Empower Administrators with resources	ISTE-TSSA standards	2012-2015	60	3000
Monitoring and Evaluation:				
Calico Rock School District shall provide adequate professional development for its administrators to meet these standards and expect incoming employees be familiar with these concepts and skills (as per ISTE-TSSA standards). Inservice will be provided for all new applications and technology equipment will be aquired.				
Integrate distance learning lab	add distance learning classes	2012-2013	0	3000
Monitoring and Evaluation:				
Calico Rock School District installed a distance learning lab at the High School. Several classes have been taught using this technology. In the 2010-2011 school year, we provided courses from a program called Early College High School. This is a grant program that gives college credit to junior and senior students with no cost to them.				
Establish a wireless networking system	Use Priority 2 e-rate funding	2012-2013	0	40000
Monitoring and Evaluation:				
Wireless network must be established for the school district to meet the needs of Common Core Testing. This will allow the use of mobile labs which will ensure that all students and teachers have increased access to technology. This will also allow our students to be well equipped in the use of technology by the end of the eighth grade because we will have the ability to use mobile devices in grades K-12.				
Promote safe internet searching	Filter system	2012-2015	6	0
Monitoring and Evaluation:				
With todays increase in web based technology into the teaching curriculum, it is critical that the web filtering system be maintained and kept up to date. The school will use the M86 filtering system and it will be monitored by the district technology coordinator.				

Policies and Procedures

Calico Rock School District actively participates in the state provided Internet content filter system, 8e6, and the email spam/virus system. Staff supervision of all students on the network is required to make sure we are CIPA compliant. Included is a copy of both the student and staff acceptable use policies. These are included in the student and staff handbooks and are required to be returned before network use.

CERTIFIED PERSONNEL COMPUTER USE POLICY

The Calico Rock School District provides computers and/or computer Internet access for many employees, to assist employees in performing work related tasks. Employees are advised that they enjoy no expectation of privacy in any aspect of their computer use, including email, and that under Arkansas law, both email and computer use records maintained by the district are subject to disclosure under the Freedom of Information Act. Passwords or security procedures are to be utilized as assigned, and confidentiality of student records relating to personnel is to be maintained at all times. Employees must not disable or bypass security procedures, disclose passwords to other staff members or students, or grant students access to any computer not designated for student use. It is the policy of this school district to equip each computer with Internet filtering software.

Employees who misuse district-owned computers in any way, including excessive personal use, using computers for personal use during instructional time, using computers to violate any other policy, knowingly or negligently allowing unauthorized access, or using the computers to access or create sexually explicit or pornographic text or graphics, will face disciplinary action, up to and including termination or non-renewal of the employment contract.

Legal References: 20 USC 6801 et seq. (Children's Internet Protection Act; PL 106-554)

A.C.A. § 6-21-107

A.C.A. § 6-21-111

Date Adopted: June 29, 2004

Last Revised:

Technology Infrastructure

Our district's current infrastructure is running across the WAN using Windows Server 2008. This backbone serves 384 networked computers and 30 networked printers. The infrastructure is maintained with Category 5 Unshielded Twisted Pair, 4-pair cable, wired and tested to support data transfer rates up to 100 megabits per second.

TCP/IP is the routed protocol for the district. Un-routed IPX is also supported. The District is served by three T1 lines—one at the elementary campus and two at the high school campus, one reserved for the Distance Learning Lab which is a Tandberg system that was installed in 2005 and we will look at replacing in 2012-2013 with priority 2 e-rate. The District is also served by two DSL lines that use current fax lines. One at the high school and one at the elementary campus.

Windows 2000 OS is also supported in the EAST lab program on the high school campus and as the OS for the web server.

The District's Internet connection is a frame relay, 1.544 megabit per second T1. The associated router is provided by DIS and is housed on each of the districts' campuses. DIS also provides the district's IP addresses and domain name structure.

Maintenance and issuance of IP addresses and names assigned to the district are managed by the district's technology coordinator.

Calico Rock Public Schools uses the filtering system provided by DIS, currently 8e6.

Our current infrastructure is a simple switched 10/100 star topology. Each campus is a separate entity, but can be managed via the Internet. We have Managed switches in place at each building, but they are aging (purchased 2000). We have lost 7 hubs and 3 managed switches in the last two years. The wiring in each building is also reaching the end of its life cycle. We will be looking at Erate in the 2013-2014 school year to assist in completely replacing the network components and wiring for each building.

Virus Protection (sophos) is a District wide site license. It is installed and maintained by the Technology Coordinator. We also use Gmail as the school e-mail system. A growing concern is the proliferation of adware and spyware on the district PCs. Currently freeware is used to combat the attacks on a case by case basis. Purchase of a commercial package will be investigated in the 2012-2013 school year, possibly incorporating the virus with a malware package.

The current district technology staff consists of a Technology Coordinator. Training is provided from the District Coop, attendance at the Hot Springs Technology conference and other conferences and seminars. A lab manager is employed at the elementary level and the Business Education/EAST facilitator help to manage the labs.

With the purchase of four mobile lab devices in 2011-2012, students and staff use these items on a daily basis. The devices are housed in one primary location and are checked out as needed by other teachers to use in their classroom.

An equipment rotation schedule is currently under development. Over the last four years new PCs were installed in classrooms with no or antiquated systems. With the new standards developed for the school districts we will be required to place more PCs in the classroom. Infrastructure and power requirements will be analyzed and the committee will develop a replacement schedule by designing a rubric.

Upgrading of the phone system will be required in the next three years. The committee will need to investigate the reliability of an IP based system versus the current Centrex operated system. Erate provides an 80% rebate on an estimated \$12,500 phone bill. New PoE switches will need to be purchased and used to replace current switches to make this move over the next three years.

We currently have an IT security policy which is included in our disaster recovery plan.



Technology Plan Evaluation

The Calico Rock School District will continue to evaluate the level of competency of staff by using the Mankato scale (adjusting to our particular school's visions). Student technology assessments will become part of the teacher's evaluation as part of a check list or as a finished product produced by students in the classroom and made part of the class portfolio. Constant evaluation of the hardware and infrastructure is being made by the end user. As the network slows or issues begin to appear, immediate assessments will be made and steps will be taken to resolve the problem. Software evaluation will be completed by teacher approval and student assessment scores. If the software that is in place does not seem to answer our students' needs then research will be done to find a product that more accurately addresses the issues at hand and immediate steps will be taken to replace or upgrade existing software. Professional Development strides and technology integration will be a top priority for evaluation. Teachers will be offered different teacher in-service opportunities that will empower them to integrate technology into their classrooms. Upon completion of these training sessions and following the implementation period for integration, teachers and students will be questioned (via surveys—to be created as part of the summer technology in-service training) to determine the quality of the in-service as well as the results in the classroom. Teachers will be required to include these lessons as part of their technology portfolios that will be evaluated by the building principals and the technology coordinator. Currently, the Calico Rock School District has a minimal technology budget. The technology committee will evaluate its resources each year and request additional funds as necessary.



Estimated District Technology Plan Budget

2012-2013

Item	Quantity	Local	State	Federal	Sub Total
Item 1: Network Servers					
Switches/Hubs/Routers/DSU's	10	\$0.00	\$500.00	\$0.00	\$5000.00
Network Cables	0	\$0.00	\$0.00	\$0.00	\$0.00
Network Cards (desktop & laptop)	0	\$0.00	\$0.00	\$0.00	\$0.00
Firewall or Proxy (include software cost)	0	\$0.00	\$0.00	\$0.00	\$0.00
LAN wiring (Local Area Network)	0	\$0.00	\$0.00	\$0.00	\$0.00
Network Server Software	0	\$0.00	\$0.00	\$0.00	\$0.00
Network File Servers	0	\$0.00	\$0.00	\$0.00	\$0.00
Network Printers	0	\$0.00	\$0.00	\$0.00	\$0.00
Fiber	0	\$0.00	\$0.00	\$0.00	\$0.00
Wireless Access Points	30	\$0.00	\$800.00	\$0.00	\$24000.00
Network Maintenance	0	\$0.00	\$0.00	\$0.00	\$0.00
Server (number of servers connected to Internet)	0	\$0.00	\$0.00	\$0.00	\$0.00
Network Storage	0	\$0.00	\$0.00	\$0.00	\$0.00
Email Server	0	\$0.00	\$0.00	\$0.00	\$0.00
DNS (Domain Name Services)	0	\$0.00	\$0.00	\$0.00	\$0.00
Web Hosting Services	1	\$0.00	\$1000.00	\$0.00	\$1000.00
Wireless WANS	0	\$0.00	\$0.00	\$0.00	\$0.00
Wireless LANS	0	\$0.00	\$0.00	\$0.00	\$0.00
WAN (Wide Area Network)	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	41				\$30,000.00
Item 2: Network Security					
Electronics Rack	0	\$0.00	\$0.00	\$0.00	\$0.00
UPS	2	\$0.00	\$300.00	\$0.00	\$600.00
Locked Cabinet	0	\$0.00	\$0.00	\$0.00	\$0.00



Locked Space	0	\$0.00	\$0.00	\$0.00	\$0.00
Fire Alarm	0	\$0.00	\$0.00	\$0.00	\$0.00
Internet Filtering	0	\$0.00	\$0.00	\$0.00	\$0.00
Anti-Virus	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	2				\$600.00

Item 3: Computer Hardware/Software

Computers (total number of computers connected to Internet for the District)	5	\$0.00	\$0.00	\$500.00	\$2500.00
Laptops	2	\$0.00	\$0.00	\$500.00	\$1000.00
Hand Held	50	\$0.00	\$0.00	\$500.00	\$25000.00
Printers	1	\$0.00	\$0.00	\$500.00	\$500.00
Digital Camera	0	\$0.00	\$0.00	\$0.00	\$0.00
Interactive WhiteBoards	0	\$0.00	\$0.00	\$0.00	\$0.00
Scanners	0	\$0.00	\$0.00	\$0.00	\$0.00
MP3 Players	0	\$0.00	\$0.00	\$0.00	\$0.00
Educational Software (both instructional and non-instructional; i.e. Accelerated Reader/Math)	4	\$0.00	\$0.00	\$3000.00	\$12000.00
Wireless Access Card Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance & Upgrades	0	\$0.00	\$0.00	\$0.00	\$0.00
Visual Presenters (i.e document camera)	0	\$0.00	\$0.00	\$0.00	\$0.00
LCD Projectors	3	\$400.00	\$0.00	\$0.00	\$1200.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	65				\$42,200.00

Item 4: Telecommunication Services

Telephone Equipment (i.e. PBX, Key systems, VOIP, including local and long distance Centrex/Plexar)	1	\$10000.00	\$0.00	\$0.00	\$10000.00
Distance Learning Services (video equipment)	0	\$0.00	\$0.00	\$0.00	\$0.00
Cellular Services	8	\$500.00	\$0.00	\$0.00	\$4000.00



ISDN, DSL line, Leased line	0	\$0.00	\$0.00	\$0.00	\$0.00
911 Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Paging Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Satellite	0	\$0.00	\$0.00	\$0.00	\$0.00
Data/Voice drops	0	\$0.00	\$0.00	\$0.00	\$0.00
Basic Phone Services	1	\$12000.00	\$0.00	\$0.00	\$12000.00
Data Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Internet Fax Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Internet Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	10				\$26,000.00
Item 5: Professional Development					
Training (online professional development courses i.e. IDEALS site)	1	\$0.00	\$10000.00	\$0.00	\$10000.00
Staff Support (including materials, stipends, substitute, pay, mileage, conference expenses, salary and fringe benefits of professional development coordinator)	1	\$1100.00	\$0.00	\$0.00	\$1100.00
Professional Development Contracts	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	2				\$11,100.00
Item 6: Services					
Tech Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Retrofitting (i.e....electrical expansion, electrical repairs, electrical outlets, breaker box, transformers)	0	\$0.00	\$0.00	\$0.00	\$0.00
ISP Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Computer Vendor Tech Support	0	\$0.00	\$0.00	\$0.00	\$0.00
Software Vendor Tech Support	0	\$0.00	\$0.00	\$0.00	\$0.00
Printers, Copies, Fax	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00



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-	0	\$0.00	\$0.00	\$0.00	\$0.00
-	0	\$0.00	\$0.00	\$0.00	\$0.00
-	0	\$0.00	\$0.00	\$0.00	\$0.00
-	0	\$0.00	\$0.00	\$0.00	\$0.00
-	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	30				\$3,000.00
Grand Total	159				\$161,700.00



Estimated District Technology Plan Budget

2013-2014

Item	Quantity	Local	State	Federal	Sub Total
Item 1: Network Servers					
Switches/Hubs/Routers/DSU's	5	\$0.00	\$500.00	\$0.00	\$2500.00
Network Cables	0	\$0.00	\$0.00	\$0.00	\$0.00
Network Cards (desktop & laptop)	0	\$0.00	\$0.00	\$0.00	\$0.00
Firewall or Proxy (include software cost)	0	\$0.00	\$0.00	\$0.00	\$0.00
LAN wiring (Local Area Network)	0	\$0.00	\$0.00	\$0.00	\$0.00
Network Server Software	0	\$0.00	\$0.00	\$0.00	\$0.00
Network File Servers	0	\$0.00	\$0.00	\$0.00	\$0.00
Network Printers	0	\$0.00	\$0.00	\$0.00	\$0.00
Fiber	0	\$0.00	\$0.00	\$0.00	\$0.00
Wireless Access Points	2	\$0.00	\$800.00	\$0.00	\$1600.00
Network Maintenance	0	\$0.00	\$0.00	\$0.00	\$0.00
Server (number of servers connected to Internet)	0	\$0.00	\$0.00	\$0.00	\$0.00
Network Storage	0	\$0.00	\$0.00	\$0.00	\$0.00
Email Server	0	\$0.00	\$0.00	\$0.00	\$0.00
DNS (Domain Name Services)	0	\$0.00	\$0.00	\$0.00	\$0.00
Web Hosting Services	1	\$1000.00	\$8000.00	\$0.00	\$9000.00
Wireless WANS	0	\$0.00	\$0.00	\$0.00	\$0.00
Wireless LANS	0	\$0.00	\$0.00	\$0.00	\$0.00
WAN (Wide Area Network)	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	8				\$13,100.00
Item 2: Network Security					
Electronics Rack	0	\$0.00	\$0.00	\$0.00	\$0.00
UPS	2	\$0.00	\$300.00	\$0.00	\$600.00
Locked Cabinet	0	\$0.00	\$0.00	\$0.00	\$0.00



Locked Space	0	\$0.00	\$0.00	\$0.00	\$0.00
Fire Alarm	0	\$0.00	\$0.00	\$0.00	\$0.00
Internet Filtering	0	\$0.00	\$0.00	\$0.00	\$0.00
Anti-Virus	1	\$2000.00	\$0.00	\$0.00	\$2000.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	3				\$2,600.00

Item 3: Computer Hardware/Software

Computers (total number of computers connected to Internet for the District)	10	\$0.00	\$0.00	\$500.00	\$5000.00
Laptops	10	\$0.00	\$0.00	\$500.00	\$5000.00
Hand Held	20	\$0.00	\$0.00	\$500.00	\$10000.00
Printers	3	\$0.00	\$0.00	\$400.00	\$1200.00
Digital Camera	0	\$0.00	\$0.00	\$0.00	\$0.00
Interactive WhiteBoards	0	\$0.00	\$0.00	\$0.00	\$0.00
Scanners	0	\$0.00	\$0.00	\$0.00	\$0.00
MP3 Players	0	\$0.00	\$0.00	\$0.00	\$0.00
Educational Software (both instructional and non-instructional; i.e. Accelerated Reader/Math)	2	\$0.00	\$0.00	\$3000.00	\$6000.00
Wireless Access Card Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance & Upgrades	0	\$0.00	\$0.00	\$0.00	\$0.00
Visual Presenters (i.e document camera)	0	\$0.00	\$0.00	\$0.00	\$0.00
LCD Projectors	3	\$0.00	\$0.00	\$500.00	\$1500.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	48				\$28,700.00

Item 4: Telecommunication Services

Telephone Equipment (i.e. PBX, Key systems, VOIP, including local and long distance Centrex/Plexar)	0	\$0.00	\$0.00	\$0.00	\$0.00
Distance Learning Services (video equipment)	0	\$0.00	\$0.00	\$0.00	\$0.00
Cellular Services	8	\$400.00	\$0.00	\$0.00	\$3200.00



ISDN, DSL line, Leased line	0	\$0.00	\$0.00	\$0.00	\$0.00
911 Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Paging Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Satellite	0	\$0.00	\$0.00	\$0.00	\$0.00
Data/Voice drops	0	\$0.00	\$0.00	\$0.00	\$0.00
Basic Phone Services	1	\$12000.00	\$0.00	\$0.00	\$12000.00
Data Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Internet Fax Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Internet Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	9				\$15,200.00
Item 5: Professional Development					
Training (online professional development courses i.e. IDEALS site)	1	\$0.00	\$10000.00	\$0.00	\$10000.00
Staff Support (including materials, stipends, substitute, pay, mileage, conference expenses, salary and fringe benefits of professional development coordinator)	0	\$0.00	\$0.00	\$0.00	\$0.00
Professional Development Contracts	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	1				\$10,000.00
Item 6: Services					
Tech Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Retrofitting (i.e....electrical expansion, electrical repairs, electrical outlets, breaker box, transformers)	0	\$0.00	\$0.00	\$0.00	\$0.00
ISP Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Computer Vendor Tech Support	0	\$0.00	\$0.00	\$0.00	\$0.00
Software Vendor Tech Support	0	\$0.00	\$0.00	\$0.00	\$0.00
Printers, Copies, Fax	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00



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-	0	\$0.00	\$0.00	\$0.00	\$0.00
-	0	\$0.00	\$0.00	\$0.00	\$0.00
-	0	\$0.00	\$0.00	\$0.00	\$0.00
-	0	\$0.00	\$0.00	\$0.00	\$0.00
-	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	30				\$3,000.00
Grand Total	105				\$115,600.00



Estimated District Technology Plan Budget

2014-2015

Item	Quantity	Local	State	Federal	Sub Total
Item 1: Network Servers					
Switches/Hubs/Routers/DSU's	5	\$0.00	\$500.00	\$0.00	\$2500.00
Network Cables	0	\$0.00	\$0.00	\$0.00	\$0.00
Network Cards (desktop & laptop)	0	\$0.00	\$0.00	\$0.00	\$0.00
Firewall or Proxy (include software cost)	0	\$0.00	\$0.00	\$0.00	\$0.00
LAN wiring (Local Area Network)	0	\$0.00	\$0.00	\$0.00	\$0.00
Network Server Software	0	\$0.00	\$0.00	\$0.00	\$0.00
Network File Servers	0	\$0.00	\$0.00	\$0.00	\$0.00
Network Printers	0	\$0.00	\$0.00	\$0.00	\$0.00
Fiber	0	\$0.00	\$0.00	\$0.00	\$0.00
Wireless Access Points	3	\$0.00	\$800.00	\$0.00	\$2400.00
Network Maintenance	0	\$0.00	\$0.00	\$0.00	\$0.00
Server (number of servers connected to Internet)	0	\$0.00	\$0.00	\$0.00	\$0.00
Network Storage	0	\$0.00	\$0.00	\$0.00	\$0.00
Email Server	0	\$0.00	\$0.00	\$0.00	\$0.00
DNS (Domain Name Services)	0	\$0.00	\$0.00	\$0.00	\$0.00
Web Hosting Services	1	\$1000.00	\$8000.00	\$0.00	\$9000.00
Wireless WANS	0	\$0.00	\$0.00	\$0.00	\$0.00
Wireless LANS	0	\$0.00	\$0.00	\$0.00	\$0.00
WAN (Wide Area Network)	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	9				\$13,900.00
Item 2: Network Security					
Electronics Rack	0	\$0.00	\$0.00	\$0.00	\$0.00
UPS	2	\$0.00	\$500.00	\$0.00	\$1000.00
Locked Cabinet	0	\$0.00	\$0.00	\$0.00	\$0.00



Locked Space	0	\$0.00	\$0.00	\$0.00	\$0.00
Fire Alarm	0	\$0.00	\$0.00	\$0.00	\$0.00
Internet Filtering	0	\$0.00	\$0.00	\$0.00	\$0.00
Anti-Virus	1	\$2000.00	\$0.00	\$0.00	\$2000.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	3				\$3,000.00

Item 3: Computer Hardware/Software

Computers (total number of computers connected to Internet for the District)	5	\$0.00	\$0.00	\$500.00	\$2500.00
Laptops	5	\$0.00	\$0.00	\$500.00	\$2500.00
Hand Held	40	\$0.00	\$0.00	\$500.00	\$20000.00
Printers	5	\$0.00	\$0.00	\$300.00	\$1500.00
Digital Camera	0	\$0.00	\$0.00	\$0.00	\$0.00
Interactive WhiteBoards	0	\$0.00	\$0.00	\$0.00	\$0.00
Scanners	0	\$0.00	\$0.00	\$0.00	\$0.00
MP3 Players	0	\$0.00	\$0.00	\$0.00	\$0.00
Educational Software (both instructional and non-instructional; i.e. Accelerated Reader/Math)	2	\$0.00	\$0.00	\$6000.00	\$12000.00
Wireless Access Card Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance & Upgrades	0	\$0.00	\$0.00	\$0.00	\$0.00
Visual Presenters (i.e document camera)	0	\$0.00	\$0.00	\$0.00	\$0.00
LCD Projectors	3	\$0.00	\$0.00	\$500.00	\$1500.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	60				\$40,000.00

Item 4: Telecommunication Services

Telephone Equipment (i.e. PBX, Key systems, VOIP, including local and long distance Centrex/Plexar)	2	\$0.00	\$8000.00	\$0.00	\$16000.00
Distance Learning Services (video equipment)	0	\$0.00	\$0.00	\$0.00	\$0.00
Cellular Services	8	\$300.00	\$0.00	\$0.00	\$2400.00



ISDN, DSL line, Leased line	0	\$0.00	\$0.00	\$0.00	\$0.00
911 Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Paging Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Satellite	0	\$0.00	\$0.00	\$0.00	\$0.00
Data/Voice drops	0	\$0.00	\$0.00	\$0.00	\$0.00
Basic Phone Services	1	\$10000.00	\$0.00	\$0.00	\$10000.00
Data Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Internet Fax Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Internet Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	11				\$28,400.00
Item 5: Professional Development					
Training (online professional development courses i.e. IDEALS site)	1	\$0.00	\$10000.00	\$0.00	\$10000.00
Staff Support (including materials, stipends, substitute, pay, mileage, conference expenses, salary and fringe benefits of professional development coordinator)	0	\$0.00	\$0.00	\$0.00	\$0.00
Professional Development Contracts	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	1				\$10,000.00
Item 6: Services					
Tech Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Retrofitting (i.e....electrical expansion, electrical repairs, electrical outlets, breaker box, transformers)	0	\$0.00	\$0.00	\$0.00	\$0.00
ISP Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Computer Vendor Tech Support	0	\$0.00	\$0.00	\$0.00	\$0.00
Software Vendor Tech Support	0	\$0.00	\$0.00	\$0.00	\$0.00
Printers, Copies, Fax	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00



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-	0	\$0.00	\$0.00	\$0.00	\$0.00
-	0	\$0.00	\$0.00	\$0.00	\$0.00
-	0	\$0.00	\$0.00	\$0.00	\$0.00
-	0	\$0.00	\$0.00	\$0.00	\$0.00
-	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	30				\$3,000.00
Grand Total	120				\$141,300.00

TECHNOLOGY PLAN

STATEMENT OF ASSURANCES

School District CALICO ROCK SCHOOL DISTRICT

The LEA, in accordance with the Arkansas Department of Education policies and procedures, by submitting this local technology plan, hereby assures that:

1. The LEA is an equal opportunity employer and shall perform to all affirmative action and other applicable requirements; accordingly, the applicant does not discriminate nor permit discrimination in its operations or employment practices against any person or group of persons on the grounds of race, color, religion, national origin, handicap or sex in any manner prohibited by law. Further, the applicant agrees to comply with the Civil Rights Acts of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975 and the Americans with Disabilities Act.
2. The LEA agrees that the Arkansas Department of Education, or any of its duly authorized representatives, at any time during the terms of this technology plan, shall have access to, and the right to audit examine any pertinent books, documents, papers, and records of grantee related to this plan.
3. The LEA certifies that they have not been barred from contracting or otherwise doing business with the State or Federal Governments.
4. This plan, and all matters or issues collateral to it, shall be governed by, and construed in accordance with, the laws of the State of Arkansas.
5. **This plan has been reviewed and approved by the District Technology Committee, the District Superintendent, and the approved by the School Board.**

Signature of School Board President	Date
Signature of Superintendent	Date
Chairperson, District Technology Committee	Date

District Technology Coordinator/Contact:

Name:	Telephone #:
Title:	
Email:	Fax:



School District Acceptable Use Policy

1.29F—Student Internet Use Agreement

Student's Name (Please Print) _____ Grade Level _____

School _____ Date _____

The Calico Rock Public School District agrees to allow the student identified above ("Student") to use the district's technology to access

Internet under the following terms and conditions:

1. Conditional Privilege: The Student's use of the district's access to the Internet is a privilege conditioned on the Student's abiding to this agreement. No student may use the district's access to the Internet unless the Student and his/her parent or guardian have read and signed agreement.
2. Acceptable Use: The Student agrees that he/she will use the District's Internet access for educational purposes only. In using the Internet the student agrees to obey all federal and state laws and regulations. The Student also agrees to abide by any Internet use rules instituted at the student's school or class, whether those rules are written or oral.
3. Penalties for Improper Use: If the Student violates this agreement and misuses the Internet, the Student shall be subject to disciplinary actions.
4. "Misuse of the District's access to the Internet" includes, but is not limited to, the following:
 - a. using the Internet for other than educational purposes;
 - b. gaining intentional access or maintaining access to materials which are "harmful to minors" as defined by Arkansas law;
 - c. using the Internet for any illegal activity, including computer hacking and copyright or intellectual property law violations;
 - d. making unauthorized copies of computer software;
 - e. accessing "chat lines" unless authorized by the instructor for a class activity directly supervised by a staff member;
 - f. using abusive or profane language in private messages on the system; or using the system to harass, insult, or verbally attack ot
 - g. posting anonymous messages on the system;
 - h. using encryption software;
 - i. wasteful use of limited resources provided by the school including paper;
 - j. causing congestion of the network through lengthy downloads of files;
 - k. vandalizing data of another user;
 - l. obtaining or sending information which could be used to make destructive devices such as guns, weapons, bombs, explosives, fireworks;
 - m. gaining or attempting to gain unauthorized access to resources or files;
 - n. identifying oneself with another person's name or password or using an account or password of another user without proper authorization;
 - o. invading the privacy of individuals;
 - p. divulging personally identifying information about himself/herself or anyone else either on the Internet or in an email. Personal identifying information includes full names, address, and phone number.

- q. using the network for financial or commercial gain without district permission;
 - r. theft or vandalism of data, equipment, or intellectual property;
 - s. attempting to gain access or gaining access to student records, grades, or files;
 - t. introducing a virus to, or otherwise improperly tampering with the system;
 - u. degrading or disrupting equipment or system performance;
 - v. creating a web page or associating a web page with the school or school district without proper authorization;
 - w. providing access to the District's Internet Access to unauthorized individuals;
 - x. failing to obey school or classroom Internet use rules;
 - y. taking part in any activity related to Internet use which creates a clear and present danger of the substantial disruption of the order of operation of the district or any of its schools
 - z. Installing or downloading software on district computers without prior approval of the technology director or his/her designee.
5. Liability for debts: Students and their cosigners shall be liable for any and all costs (debts) incurred though the student's use of the computers or the Internet including penalties for copyright violations.
6. No Expectation of Privacy: The student and parent/guardian signing below agree that if the student uses the Internet through the District's access, that the student waives any right or privacy the student may have for such use. The student and the parent/guardian agree that the district may monitor the student's use of the District's Internet Access and may also examine all system activities the student participates in, including but not limited to e-mail, voice, and video transmissions, to ensure proper use of the system. The District may share such transmissions with Student's parents/guardians.
7. No Guarantees: The District will make good faith efforts to protect children from improper or harmful matter which may be on the Internet. At the same time, in signing this agreement, the parent and student recognize that the District makes no guarantees about preventing improper access to such materials on the part of the student.
8. Signatures: We, the persons who have signed below, has read this agreement and agrees to be bound by the terms and conditions of this agreement.
- Student's Signature _____ Date _____
- Parent/Legal Guardian Signature _____ Date _____



Program Years 2012,2013,2014

Department of Information Systems

E-Rate Letter of Agency

The Participant, (Cooperative/District/School/Library Name) CALICO ROCK SCHOOL DISTRICT authorizes the Department of Information Systems (DIS), State of Arkansas, to act as a consortium lead on its behalf in matters related specifically to any State and Federal discount programs for the purpose of securing E-rate discounts.

The Participant authorizes DIS to engage on its behalf in the procurement process, in the submission of FCC Form 470, FCC Form 471, and other E-rate forms, and in the overall administration of these programs solely for the purpose of facilitating application for those discounts on E-rate eligible services, which shall include, but not be limited to, Telecommunications Services, Internet Access, Internal Connections, and Internal Connections Basic Maintenance.

I, the authorized signer, understand that DIS will be making certifications on behalf of the Participant. By signing this letter of agency, I make the following certifications:

- a. I certify that the schools or educational service cooperatives in the Participants district are all schools under the statutory definitions of elementary and secondary schools found in the No Child Left Behind Act of 2001, 20 U.S.C. §§7801(18) and (38), do not operate as for-profit businesses, and do not have endowments exceeding \$50 million.
- b. I certify that the libraries or library consortia in the Participants system are eligible for assistance from a State Library Administrative Agency under the Library Services and Technology Act of 1996, Pub. L. No. 104-208, §211 et seq., 110 Stat. 3009 (1996), do not operate as for-profit businesses, and have budgets that are completely separate from any school (including, but not limited to, elementary schools, secondary schools, colleges, or universities).
- c. I certify that the schools, educational service cooperatives, libraries, or library consortia in the Participants district have secured access, separately or through this program, to all of the resources, including computers, training, software, internal connections, maintenance, and electrical capacity, necessary to use the services purchased effectively. I recognize that some of the aforementioned resources are not eligible for support. I certify that the entities I represent or the entities listed in this application have secured access to all of the resources to pay the discounted charges for eligible services from funds to which access has been secured in the current funding year. I certify that the Billed Entity will pay the non-discount portion of the cost of the goods and services to the service provider(s).
- d. I certify that all of the schools, educational service cooperatives, libraries, or library consortia in the Participants district are all covered by technology plans that are written, that cover all 12 months of the funding year, and that have been or will be approved by a state or other authorized body, and an SLD-certified technology plan approver, prior to the commencement of service.
- e. I certify that the schools, educational service cooperatives, libraries, or library consortia in the Participants district are compliant, or will be compliant at the time funded services are provided, with the Childrens Internet Protection Act, Pub. L. 106-554 (2000).
- f. I certify that the services the school, educational service cooperative, library, library consortia or district purchases at discounts provided by 47 U.S.C. Sec. 254 will be used solely for educational purposes and will not be sold, resold, or transferred in consideration for money or any other thing of value, except as permitted by the Commissions rules at 47 C.F.R. Sec. 54.500(k). Additionally, I certify that the Billed Entity has not received anything of value or a promise of anything of value, other than services and equipment requested under this form, from the service provider(s) or any representative or agent thereof or any consultant in connection with this request for services.
- g. I certify that the entities eligible for support that I am representing will retain copies of all documents related to E-Rate applications and funding use for a period of five years from the last date of service covered by this letter of agency. Documents to be retained include, but are not limited to: E-rate forms, technology plans, discount rate support, competitive bids received, bid selection results, inventory records, invoices, and payments.
- h. I certify that the entities eligible for support that I am representing have complied with all applicable state and local laws regarding procurement of services for which support is being sought.
- i. I certify that the Participants district, educational service cooperative, library, or library consortia has complied with all E-rate program rules, and I acknowledge that failure to do so may result in denial of discount funding and cancellation of funding commitments.
- j. I understand that the discount level used for shared services is conditional, for future years, upon ensuring that the most disadvantaged schools and libraries that are treated as sharing in the service receive an appropriate share of the benefits from those services.
- k. I certify that no kickbacks were paid to anyone and understand that false statements on this form may be punished by fine or forfeiture under the Communications Act, 47 U.S.C. §§502, 503(b), may subject me to a fine and imprisonment pursuant



to 18 U.S.C. 1001, and may subject me to the civil remedies available under the False Claims Act, 31 U.S.C. §§3729 et seq.

- I. I certify that I am authorized to sign this Letter of Agency on behalf of the Participant, that I have examined this letter, and that, to the best of my knowledge, information, and belief, all information provided to DIS for E-rate submission or contained in this Letter is true and correct.

This certification for the E-Rate Program is effective for:

1. Program Year 2012 (July 1, 2012 June 30, 2013);
2. Program Year 2013 (July 1, 2013 June 30, 2014); and
3. Program Year 2014 (July 1, 2014 June 30, 2015).

This certification in no way limits the abilities of entities of the Participant to file for a discount or refund pursuant to the E-rate program, or any other grants and programs on their own, nor does it abrogate any other rights and responsibilities of the Participant with the E-Rate Program.

Entity Name:	
*Authorized Signature:	
Printed Name:	
Title:	
Date:	
**Entity Number:	

**Signature shall be that of Superintendent or designee; or Educational Service Cooperative Director or designee; or Librarian or designee.*

***Entity number is the number assigned to each district by the Schools & Libraries Division. One may determine a districts entity number at: www.sl.universalservice.org/Utilities/BilledEntitySearch_Public.asp.*

**DO NOT SEND THIS FORM TO THE UNIVERSAL SERVICE ADMINISTRATIVE COMPANY
OR TO THE FEDERAL COMMUNICATIONS COMMISSION****Schools and Libraries Universal Service
Certification by Administrative Authority to Billed Entity of
Compliance with the Children's Internet Protection Act**

Please read instructions before completing.
(To be completed by the Administrative Authority and provided to your Billed Entity)
This form is required only for funding years beginning July 1, 2001 and later.

Administrative Authority's Form Identifier: _____
Create your own code to identify THIS Form 479.

Block 1: Administrative Authority Information

1. Name of Administrative Authority		2. Funding Year
3. Mailing Address and Contact Information for Administrative Authority		
Street Address, P. O. Box or Route Number		
City	State	Zip Code
Name of Contact Person		
10-Digit Telephone Number	Fax Number	Email Address

Persons willfully making false statements on this form can be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. Secs. 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. Sec. 1001.

Block 2: Certifications and Signature

4. I am the Administrative Authority for one or more schools or libraries for which Universal Service Support Mechanism discounts have been requested or approved for eligible services. The Administrative Authority must make the required certification(s) for the purposes of the Children's Internet Protection Act (CIPA) in order to receive discounted services.
5. I recognize that I may be audited pursuant to this form and will retain for five years any and all records that I rely upon to complete this form.

Name of Administrative Authority _____
Administrative Authority's Form Identifier _____
Contact Person _____
Telephone Number _____

Block 2: Certifications and Signature (Continued)

6. I certify that as of the date of the start of discounted services:

a ☐ the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments has (have) complied with the requirements of the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l).

b ☐ pursuant to the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments:

(FOR SCHOOLS and FOR LIBRARIES IN THE FIRST FUNDING YEAR FOR PURPOSES OF CIPA) is (are) undertaking such actions, including any necessary procurement procedures, to comply with the requirements of CIPA for the next funding year, but has (have) not completed all requirements of CIPA for this funding year.

(FOR FUNDING YEAR 2003 ONLY: FOR LIBRARIES IN THE SECOND OR THIRD FUNDING YEAR FOR PURPOSES OF CIPA) is (are) in compliance with the requirements of CIPA under at 47 U.S.C. § 254(l) and undertaking such actions, including any necessary procurement procedures, to comply with the requirements of CIPA under 47 U.S.C. § 254(h) for the next funding year.

c ☐ the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), does not apply because the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments is (are) receiving discount services only for telecommunications services.

CIPA Waiver. Check the box below if you are requesting a waiver of CIPA requirements for the Second Funding Year after April 20, 2001 in which the recipients of service under your administrative authority have applied for discounts:

d ☐ I am providing notification that, as of the date of the start of discounted services, I am unable to make the certifications required by the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), because my state or local procurement rules or regulations or competitive bidding requirements prevent the making of the certification(s) otherwise required. I certify that the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments will be brought into compliance with the CIPA requirements before the start of the Third Funding Year after April 20, 2001 in which they apply for discounts.

CIPA WAIVER FOR LIBRARIES FOR FUNDING YEAR 2004. Check the box below if you are requesting a waiver of CIPA requirements for Funding Year 2004 for the library(ies) under your administrative authority that have applied for discounts for Funding Year 2004:

e ☐ I am providing notification that, as of the date of the start of discounted services in Funding Year 2004, I am unable to make the certifications required by the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), because my state or local procurement rules or regulations or competitive bidding requirements prevent the making of the certification(s) otherwise required. I certify that the library(ies) under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments will be brought into compliance with the CIPA requirements before the start of Funding Year 2005.

The certification language above is not intended to fully set forth or explain all the requirements of the statute.

7. Signature of authorized person

8. Date

9. Printed name of authorized person

10. Title or position of authorized person

11. Telephone number of authorized person

FCC NOTICE FOR INDIVIDUALS REQUIRED BY THE PRIVACY ACT AND THE PAPERWORK REDUCTION ACT

Part 54 of the Commission's Rules authorizes the FCC to collect the information on this form. Failure to provide all requested information will delay the processing of the application or result in the application being returned without action. Information requested by this form will be available for public inspection. Your response is required to obtain the requested authorization.

The public reporting for this collection of information is estimated to be 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the required data, and completing and reviewing the collection of information. If you have any comments on this burden estimate, or how we can improve the collection and reduce the burden it causes you, please write to the Federal Communications Commission, AMD-PER, Paperwork Reduction Act Project (3060-0853), Washington, DC 20554. We will also accept your comments regarding the Paperwork Reduction Act aspects of this collection via the Internet if you send them to PRA@fcc.gov. PLEASE DO NOT SEND YOUR RESPONSE TO THIS FORM TO THIS ADDRESS.

Remember - You are not required to respond to a collection of information sponsored by the Federal government, and the government may not conduct or sponsor this collection, unless it displays a currently valid OMB control number or if we fail to provide you with this notice. This collection has been assigned an OMB control number of 3060-0853.

THE FOREGOING NOTICE IS REQUIRED BY THE PRIVACY ACT OF 1974, PUBLIC LAW 93-579, DECEMBER 31, 1974, 5 U.S.C. 552a(e)(3) AND THE PAPERWORK REDUCTION ACT OF 1995, PUBLIC LAW 104-13, OCTOBER 1, 1995, 44 U.S.C. SECTION 3507.

A paper copy of this form, with a signature in Block 2, Item 7, must be mailed or delivered to your Billed Entity.

Schools and Libraries Universal Service**Certification by Administrative Authority to Billed Entity of Compliance with the Children's Internet Protection Act****Instructions for Completing the
Schools and Libraries Universal Service****Certification by Administrative Authority to Billed Entity of Compliance with the Children's Internet Protection Act (FCC Form 479)****TABLE OF CONTENTS**

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I. PURPOSE OF FORM

The FCC Form 479, Certification by Administrative Authority to Billed Entity of Compliance with the Children's Internet Protection Act, provides notification to a Billed Entity by an Administrative Authority of the status of the Administrative Authority's compliance for the purposes of CIPA. The Billed Entity will then certify on its FCC Form 486, Receipt of Service Confirmation Form, that it has collected duly completed and signed Forms 479 from Administrative Authorities that the Billed Entity represents. Starting in Funding Year 2002 (the Funding Year beginning July 1, 2002), Form 479 also provides notification to the Billed Entity of a request for waiver by the Administrative Authority.

Throughout these instructions, the Administrative Authority may also be referred to as "you."

Note that this form must be used beginning with Funding Year 2001 (the Funding Year beginning July 1, 2001) and later.

II. IMPACT OF CIPA REQUIREMENTS ON FORM 479

The Children's Internet Protection Act (CIPA) was signed into law on December 21, 2000. In order to receive discounts for Internet Access and Internal Connections services under the universal service support mechanism, school and library authorities must certify that they are enforcing a policy of Internet safety. The Internet safety policy must include measures to block or filter Internet access for both minors and adults to certain visual depictions.

Beginning with Funding Year 2001 (the Funding Year beginning July 1, 2001), if the Billed Entity who represents an Administrative Authority is applying for Internet Access or Internal Connections, the Administrative Authority must certify on a Form 479 that it is in compliance with the requirements of CIPA or that it is undertaking such actions to comply with the requirements of CIPA prior to the start of the following Funding Year. (If the Administrative Authority is the Billed Entity, the Administrative Authority will certify on the Form 486.) The Billed Entity must receive your completed and signed Forms 479 before it can complete and postmark its Form 486. If the Billed Entity is applying only for Telecommunications Services, the requirements of CIPA do not apply and the Billed Entity is not required to collect Forms 479. (For more information, see the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l).)

Applying for funds. For the purpose of CIPA requirements, a school or library that is a recipient of service is considered to have applied for funds in a Funding Year only when a Form 486 for a Funding Request for Internet Access, Internal Connections or Basic Maintenance has been successfully data entered and USAC has issued a Form 486 Notification Letter.

Determination of Your First Funding Year for Purposes of CIPA. The first Funding Year after Funding Year 2000 (the Funding Year beginning July 1, 2000) in which a school or library applies for funds (i.e. in which a Form 486 is successfully data entered for Internet Access, Internal Connections or Basic Maintenance and USAC issues a Form 486 Notification Letter) is the **First Funding Year** for purposes of CIPA. Once your First Funding Year is established, the next two funding years will be your second and third funding years for purposes of CIPA. (See "**Applying for Funds**" above.) In the first Funding Year, the applicant must be in compliance with CIPA or undertaking actions to comply with CIPA, in order to receive discounts for Internet Access, Internal Connections or Basic Maintenance services.

Once the First Funding Year is established, the Funding Year immediately following the First Funding Year becomes the **Second Funding Year** for purposes of CIPA. If the school or library applies for funds for Internet Access, Internal Connections or Basic Maintenance in the Second Funding Year, it must certify that it is in compliance with CIPA unless state or local procurement rules or regulations or competitive bidding requirements prevent the making of the certification otherwise required. A school or library so prevented may request a waiver for the Second Funding Year.

The **Third Funding Year** for purposes of CIPA is the Funding Year immediately following the Second Funding Year. If the school or library applies for funds for Internet Access, Internal Connections or Basic Maintenance in the Third Funding Year, it must be in compliance with CIPA.

You must be in compliance with CIPA for any Funding Year thereafter.

The following situations WOULD constitute the Administrative Authority's First Funding Year:

- The Billed Entity submits a Form 486 for Internet Access, Internal Connections or Basic Maintenance, the Form 486 is successfully data entered and USAC issues a Form 486 Notification Letter, but the Billed Entity cancels all of its Funding Requests on a Form 500.
- The Billed Entity submits a Form 486 for Internet Access, Internal Connections or Basic Maintenance, the Form 486 is successfully data entered and USAC issues a Form 486 Notification Letter, but the service provider does not receive a corresponding disbursement.

The following situations WOULD NOT constitute the Administrative Authority's First Funding Year:

- The Billed Entity receives a Funding Commitment for Internet Access, Internal Connections or Basic Maintenance, but takes no further action.
- The Billed Entity receives a Funding Commitment for Internet Access, Internal Connections or Basic Maintenance, submits Form 486, but the Form 486 is not successfully data entered and no Form 486 Notification Letter is issued.
- The Billed Entity applies only for Telecommunications Services.

III. SUBMISSION REQUIREMENTS AND GENERAL INSTRUCTIONS

Who Must Submit the Form 479?

In general, the Administrative Authority is the entity that must complete Form 479. For a school, the Administrative Authority may be the school, school district, school board, local educational agency, or other authority with responsibility for administration of the school. For a library, the Administrative Authority may be the library, library board, or other authority with responsibility for administration of the library.

If the Administrative Authority is also the Billed Entity, the Administrative Authority certifies on the Form 486. If the Administrative Authority is not the Billed Entity, the Administrative Authority must complete Form 479, and submit the Form 479 to the Billed Entity. The Billed Entity then certifies on Form 486 that it has collected duly completed and signed Form(s) 479.

How Many Forms 479 to Submit to the Billed Entity?

Generally, you will complete one Form 479 for each of your Billed Entities.

When to Submit the Form 479?

The Billed Entity must receive your completed and signed Forms 479 in time to postmark the Billed Entity's Form 486 to meet Form 486 deadlines. You should work with your Billed Entity to determine when to submit your Form 479.

You must complete Form 479 for each Funding Year in which you receive discounted services beginning with Funding Year 2001 (the Funding Year beginning July 1, 2001) and after.

SPECIAL NOTE FOR LIBRARIES AND CONSORTIA CONTAINING LIBRARIES FOR FUNDING YEAR 2003: On July 24, 2003, the FCC released an Order (FCC 03-188) to bring its implementation of CIPA into compliance with the recent United States Supreme Court decision on CIPA. The Order states that library consortium members who filed the September 2002 version of the Form 479 for FY2003 funding requests prior to the effective date of the Order must file the revised Form 479 with their billed entity within 45 days after the effective date of the Order. USAC expects the effective date of the Order to be in August 2003. To determine the effective date of the Order and the deadline for refiling Form 479, applicants should check the USAC website or contact the Client Service Bureau (see "Where to Get More Information?" below).

Note to Libraries in Funding Years 2003 and 2004.

- **For Funding Year 2003**, libraries must be in compliance with CIPA or undertaking actions to comply with CIPA in order to receive discounts for Internet Access, Internal Connections or Basic Maintenance.
- If a library that applied for funds for Internet Access, Internal Connections or Basic Maintenance in Funding Year 2003 applies for funds for Internet Access, Internal Connections or Basic Maintenance **in Funding Year 2004**, it must certify that it is in compliance with CIPA unless state or local procurement rules or regulations or competitive bidding requirements prevent the making of the certification otherwise required. A library so prevented may request a waiver for Funding Year 2004. (See "**Applying for funds**" above and the instructions for Item 6e below.)
- If a library has applied for funds for Internet Access, Internal Connections or Basic Maintenance in both Funding Year 2003 and Funding Year 2004, it must be in compliance with CIPA in Funding Year 2005 and any Funding Year thereafter. (See "**Applying for funds**" above.)
- Libraries that apply for funds for Internet Access, Internal Connections or Basic Maintenance for the first time in Funding Year 2004 or any subsequent year should follow the procedures in the "**Determination of Your First Funding Year for Purposes of CIPA**" above.

Where to Send Form 479?

The Form 479 must be filed with your Billed Entity.

DO NOT SUBMIT THE COMPLETED FCC FORM 479 TO THE SCHOOLS AND LIBRARIES DIVISION OR TO THE FCC; SUBMIT IT ONLY TO YOUR BILLED ENTITY.

Compliance.

Anyone filing false information is subject to penalties for false statements, including fine or forfeiture, under the Communications Act, 47 U.S.C. §§ 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. § 1001.

All of the information required in the Form 479 must be completed in order for the Billed Entity to be able to certify as required on the FCC Form 486.

Where to Get More Information?

Information is available on the USAC website at www.usac.org/sl. Information is also available by contacting the SLD Client Service Bureau by email using the "Submit a Question" feature on the USAC website, by fax at 1-888-276-8736 or by phone at 1-888-203-8100.

IV. SPECIFIC INSTRUCTIONS

Type or clearly print in the spaces provided. Attach additional pages if necessary.

Administrative Authority's Form Identifier: Use this space to assign a number or letter of your own devising to facilitate communication with your Billed Entity about THIS particular Form 479. Your Administrative Authority's Form Identifier can be very simple; for example, if you are filing three Forms 479, you might label them "A," "B," and "C." The Administrative Authority's Form Identifier can also be descriptive, such as "Internet." Choose identifiers that suit your own record keeping needs.

A. Block 1: Administrative Authority Information

Block 1 of Form 479 asks you for your name, address, and basic identification information.

Item 1 - Provide the name of the Administrative Authority.

Item 2 - Provide the Funding Year (e.g., 2001 –2002) for which funds were requested or approved and for which the Billed Entity will be submitting a Form 486. Program Funding Years begin on July 1 and end on June 30. For example, Funding Year 2001 runs from July 1, 2001 through June 30, 2002. Cite only one Funding Year in this item.

Item 3 - Provide the Administrative Authority's full mailing address, whether a street address, Post Office Box number, or route number. Provide the Contact Person's Name; 10-digit telephone number including the area code; fax number; and e-mail address.

B. Block 2: Certifications and Signature

Block 2 of Form 479 asks you to certify with respect to your status as the Administrative Authority and with respect to your compliance with the Children's Internet Protection Act.

Item 4 – Certify that you are an Administrative Authority for one or more schools or libraries for which Universal Service Support Mechanism discounts have been requested or approved for eligible services. You must make the required certification(s) for the purposes of the Children's Internet Protection Act in order to receive discounted services. While the Billed Entity will not submit the Form 486 until after discount requests have been approved and a Funding Commitment Decision Letter (FCDL) has been issued, the Billed Entity may ask you to file the Form 479 in advance of approval of the requests so that the Billed Entity is ready to file the Form 486 once the FCDL has been received.

Item 5 – Certify to your recognition that you may be audited pursuant to this certification and will retain for five years any and all records that you rely upon to complete this form.

Item 6 - This item concerns compliance with the requirements of the Children's Internet Protection Act (CIPA), as codified at 47 U.S.C. § 254(h) and (l), and the implementing rules as codified at 47 C.F.R. § 54.520. Check the box that describes the status of compliance with the Children's Internet Protection Act. The certification statements in Item 6 of the Form 479 should be read as if you are addressing them to the Billed Entity.

An Administrative Authority can certify Item 6b only in the first Funding Year after Funding Year 2000 (the Funding Year beginning July 1, 2000) for which it is applying for discounts for Internet Access or Internal Connections services. An Administrative Authority can seek a CIPA Waiver under Item 6d only in its Second Funding Year. If you request a CIPA Waiver, you certify that your schools or libraries will be in compliance before the start of the Third Funding Year. You cannot seek a CIPA Waiver in your Third Funding Year, even if you have a new school or library branch/outlet under your authority in that Funding Year. (See “**Impact of CIPA Requirements on Form 479**” above for a discussion of First, Second and Third Funding Years.) Note that libraries can request a CIPA Waiver under Item 6e in Funding Year 2004. (See the instructions for Item 6e below.)

Schools and libraries receiving E-rate discounts are required to have an Internet safety policy that addresses: (1) access by minors to inappropriate matter on the Internet and World Wide Web, (2) the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications, (3) unauthorized access, including hacking, and other unlawful activities by minors online, (4) unauthorized disclosure, use, and dissemination of personal identification information regarding minors, and (5) measures designed to restrict minors’ access to materials harmful to minors. There is also a public notice and hearing/meeting requirement. The Internet safety policy must include the use of filtering or blocking technology that protects against access, through computers with Internet access, to visual depictions that are obscene, child pornography, or (in the case of use by minors) harmful to minors.

- **Item 6a** – Check here if you certify to the Billed Entity that the recipient(s) of service under your administrative authority and represented in the Funding Request Number(s) for which the Billed Entity has requested Funding Commitments has (have) complied with the requirements of the Children’s Internet Protection Act.
- **Item 6b** – Check here if you certify to the Billed Entity that the recipient(s) of service under your administrative authority and represented in the Funding Request Number(s) for which the Billed Entity has requested Funding Commitments is (are) undertaking such actions, including any necessary procurement procedures, to comply with the requirements of the Children’s Internet Protection Act for the next funding year, but has (have) not completed all requirements of CIPA for this funding year.

NOTE FOR LIBRARIES: If Funding Year 2003 is your Second or Third Funding Year for purposes of CIPA and you check Item 6b, you are certifying that you are in compliance with the Internet safety policy and the public notice and hearing/meeting requirements and that you are undertaking actions to be in compliance with the filtering or blocking technology requirement by the start of Funding Year 2004.

- **Item 6c** – Check here if you certify that the Children’s Internet Protection Act does not apply because the recipient(s) of service under your administrative authority and represented in the Funding Request Number(s) for which the Billed Entity has requested or received Funding Commitments is (are) receiving discount services only for Telecommunications Services.
- **Item 6d – CIPA Waiver. This item is applicable only to your Second Funding Year. (See “Impact of CIPA Requirements on Form 479” above for the definition of your Second Funding Year.)** Check here if you are providing notification that, as of the date of the start of discounted services, you are unable to make the certifications required by the Children’s Internet Protection Act because your state or local procurement rules or regulations or competitive bidding requirements prevent the making of the certifications otherwise required. You certify that the recipients(s) of service under your administrative authority and represented in the Funding Request Number(s) for which your Billed Entity has requested or received Funding Commitments will be brought into compliance with the CIPA requirements before the start of the Third Funding Year after April 20, 2001 in which they apply for discounts.

For example, if in Funding Year 2001 you certify that you are undertaking such actions necessary to put the measures required by CIPA in place for Funding Year 2002, then in order to obtain discounts in Funding Year 2002, you must fully implement the measures prior to the start of services in that Funding Year, unless you obtain a waiver as a result of procurement/competitive bidding constraints.

- **Item 6e – CIPA WAIVER FOR LIBRARIES FOR FUNDING YEAR 2004.** Check here if you are providing notification that, as of the date of the start of discounted services in Funding Year 2004, you are unable to make the certifications required by the Children’s Internet Protection Act because your state or local procurement rules or regulations or competitive bidding requirements prevent the making of the certifications otherwise required. You certify that the library(ies) under your administrative authority and represented in the Funding Request Number(s) for which your Billed Entity has requested or received Funding Commitments will be brought into compliance with the CIPA requirements before the start of Funding Year 2005.

NOTE THAT the certification language in the Form 479 is not intended to fully set forth or explain all the requirements of CIPA.

Item 7 requires the signature of the Authorized Person.

Item 8 - Enter the date the Form 479 was signed. This date must include the month, day and year.

Item 9 - Print the name of the Authorized Person whose signature is provided in Item 7.

Item 10 - Provide the title or position of the Authorized Person whose signature is provided in Item 7.

Item 11 - Provide the telephone number, including area code, of the Authorized Person whose signature is provided in Item 7. This information is required in order to expedite any communications that may be necessary between the Authorized Person responsible for signing the Form 479 and the Billed Entity.

Submit completed forms to your Billed Entity.

V. REMINDERS

- The person authorized to provide the information required by Form 479 must sign and date Form 479.
- Provide data for all information items.
- This Form 479 is applicable to you only if you are an Administrative Authority who is not a Billed Entity. If you are starting services for which **you** were approved for discounts as the Billed Entity on a Form 471, please file a Form 486 and submit it to the Schools and Libraries Division.
- DO NOT send the Form 479 to USAC or to the FCC.
- DO send Form 479 to your Billed Entity.