

Nottawa Community School

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St. Joseph County ISD

Technology Plan

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Introduction

Nottawa Community School is located in St. Joseph County in southern Michigan. The district consists of a single elementary building that serves approximately 141 students kindergarten through eighth grade. There are approximately 30 employees currently employed by the District. The area is a rural farming community with a large Amish population.

Mission

In partnership with our community, the mission of Nottawa Community School is to provide a nurturing environment which fulfills the students' educational needs and develops a desire for lifelong learning.

Vision

Nottawa Community School views technology as a necessary component in all curricular areas at every grade level as a means to equip students with usable skills that will translate to the workplace, college or any endeavor students pursue once they leave the District.

We believe the District's mission statement and our vision, as far as technology is concerned, mesh well in that access to up-to-date, properly functioning, appropriately utilized technology prepares students for the modern world. Students are prepared for the technologically savvy workplace and for a society that increasingly relies on technology to complete day-to-day tasks, as well as to provide timely, accurate information.

Goals

The following goals have been set forth in an effort to assist in the successful implementation of the objectives within the School Improvement Plan as well as to help align with the district Mission Statement and Technology Vision.

- ✓ Leadership, support and technical assistance will be provided to the District, as well as the community. Training and consultation will be provided through the St. Joseph County ISD staff or through contracted services. In addition, the District will encourage community partnerships where possible.
- ✓ Nottawa Community School will coordinate available state and local grant resources to implement the strategic long-range plan. The Instructional Leadership and Information Services departments of the St. Joseph County ISD will work together with Nottawa Community School to identify areas where grant funding is available.
- ✓ Every student will benefit by having access to a computer that is capable of providing a full multimedia experience as well as access to the Internet. This will allow for access to challenging subject matter across content areas as well as the integration of content areas via the common thread of technology. Nottawa Community School has computers in every classroom including special education and Title I. All students use the computers as the curriculum requires. Summer school is held for Title I students and there is a technology class for all students attending.
- ✓ Every student will benefit from having teachers who are skilled in the use of technology and the integration of technology across the curriculum. We will accomplish this by training teachers. In addition, classes offered will be available for community participation. Training is on an as needed basis. This is determined by the technology

planning and school improvement committees. All teachers, paraprofessionals and administrators are currently trained in the use of technology as it relates to the integration of technology in the classroom.

- ✓ The Internet is an integral part of the curriculum because Nottawa only has classroom libraries. Without a building library, the Internet is a major resource to be utilized when research is being done.
- ✓ Every student will benefit from the efficient utilization of resources throughout the district by avoiding costly errors in the area of technology due to the development of technology plans and county-wide planning.

Curriculum

Student Achievement is measured via standardized authentic assessment and criterion referenced measures will increase due to teachers who are better trained in accessing instructional resources via technology. The Michigan Curriculum Framework will serve as a guide during this process.

The District is continuously looking for new and innovative ways to integrate technology into the classroom.

Curriculum Integration

Students in kindergarten through fourth grade work with their teachers on their classroom computers as well as going to the lab for group instruction and projects.

Students in grades five through eight have a separate technology class where they are taught Microsoft Office as well as how to utilize other educational and multimedia software packages. There is also a focus on how to safely and effectively utilize the Internet for research.

As classroom technologies evolve, the District will evaluate the current software packages and technologies being used as well as consider newly developed technologies that could improve integration between the curriculum and technology. Adjustments to the technologies being used may be made as needed in order to effectively use technology as an instructional tool.

Student Achievement

The District is in the process of adding additional classroom technologies to assist teachers in integrating technology into their instruction in order to engage students in a more effective manner.

The District now owns two CPS systems for use in third through seventh grades. All staff members were given an overview of the system and staff members have visited the classroom to see it in use with the students.

The District is also in the process of installing document camera's, projectors, and classroom audio systems in every classroom. A portion of these systems are already in place and we plan to continue installing them as budgets allow until every room is equipped.

Technology Delivery

The District encourages the use of available classroom technologies within all areas of the curriculum whenever possible. Some examples include classroom instruction through the use of a classroom audio system, document camera, projector, or CPS system. In addition, students gain direct access to technology through their use of classroom computers and the computers in the lab.

Nottawa Community School will make use of the software and multimedia libraries that are available through the St. Joseph County ISD as well as the Kalamazoo RESA.

Internet-based and Distance Learning

Due to the fact the Nottawa Community School is only an elementary school, there are limited opportunities to take advantage of Internet based learning opportunities, but the District does currently use Internet-based tools such as Study Island as well as for MEAP preparation in grades second through eighth.

Parental Communications & Community Relations

Opportunities will be provided for community members, parents and administrators to access technology and acquire the knowledge and skills necessary to support the District's school improvement and technology goals. Use of facilities by governmental agencies, local business and industry, and Glen Oaks Community College will be encouraged.

Honeywell Instant Alert System

Nottawa Community School leverages the Honeywell Instant Alert System in order to communicate important information to staff, students, and parents. The system allows the district to place a mass phone call to all staff, students, and parents in the event of a school closing, early dismissal, or other important announcement.

District Web Site

Nottawa Community School has launched a district web site in which contact information as well as a copy of this plan can be found. We plan to take advantage of this new method of communication as we move forward with it.

Professional Development

Instruction for staff in the skills necessary to integrate technology throughout the curriculum and access challenging subject matter to raise achievement will become available as needed. The District, with assistance from the St. Joseph County ISD when needed, will provide instruction in various software applications. Outsourcing instruction for some software applications will be a part of the professional development delivery system.

Staff will attend District sponsored classes/in service opportunities when available. Instructional information and classes will be provided as new equipment and technologies are installed.

Informational handouts and instructions may be provided to staff when needed to assist in learning new techniques or uses of technology.

Objectives

The following standards are drawn from ISTE's National Educational Technology Standards and Performance Indicators for Teachers.

- ✓ Teachers will demonstrate a sound understanding of technology operations and concepts, possessing introductory skills and continually growing in technology knowledge.
- ✓ Teachers will implement curriculum plans that include methods and strategies for applying technology to maximize student learning, addressing content standards and technology standards.
- ✓ Teachers will use technology to enhance their productivity and professional practice, engaging in ongoing professional development, applying technology to increase communication and collaboration with peers, parents,

and the larger community.

- ✓ Teachers will understand the social, ethical, legal and human issues surrounding the use of technology in schools and apply that understanding in practice.

District Technology

Technology is a constantly evolving field and it is important that Nottawa Community School maintain and continuously improve the technology available to students, teachers and administrators.

Current Technology

The computers at Nottawa Community School are Apple computers systems. We currently utilize a hybrid wired/wireless network within our building for network access. The primary operating system is Apple OS X. We have Microsoft Office 2008 for Mac installed district-wide.

All staff print to centralized printers, including a network copier, in order to save on printing costs.

Google Apps for Education

In the fall of 2010, Nottawa Community School, under the direction of the Information Services department at the St. Joseph County ISD began using Google Apps for Education. Every local school district within St. Joseph County is currently transitioning to this system for email and other cloud computing opportunities.

Each staff member within the District now has a school email address and full Google Apps account available to them for use for administrative and instruction purposes.

Classroom Technologies

Each classroom/teacher has a teacher computer or laptop that has connection to the Internet as well as the necessary software for classroom management and classroom instruction. In addition, there are also two computers available for student use in each classroom.

Over the last couple of years we have begun to purchase and install document cameras and projectors in each classroom. We currently have these systems installed in four classrooms with plans to install two more systems each year until every classroom is equipped in this manner.

In addition to the document cameras and projectors, we have been working towards a goal of having a classroom audio system installed in each classroom. We currently have these systems in place in five classrooms with plans to install two more system each year until every classroom is equipped in this manner.

Computer Lab

Students and Teachers have access to a 20 seat lab of Apple iMac computers. Lab computers all have Internet access for research purposes as well as desktop publishing software such as Microsoft Office 2008 for Mac as well as other educational software and multimedia software.

County-wide WAN and Internet Connection

In 2010, the District choose to switch to an upgraded wireless connection to the county-wide WAN that the rest of the schools in the county are currently utilizing allowing for improved connectivity with other local school districts as well as with the St. Joseph County ISD. Prior to this change, the District was utilizing a 1.5Mbps T1 connection, and now the District has a 10Mbps wireless connection to the St. Joseph County ISD where it shares a 12Mbps Internet connection with the St. Joseph County ISD.

Funding and Budget

Projected total cost of technologies to be acquired and related expenses needed to implement the strategic long-range plan for the District. The following numbers are the projected expenditures annually for the duration of this plan.

Description	Cost/Budget
Pixel Creek Apple Desktop Support	\$1,875
Study Island On-Line Learning Subscription	\$3,200
Charter WAN Connection (Internet)	\$21,600
PowerSchool Maintenance/Support/Hosting	\$2,900
MiTracker Subscription	\$900
Document Cameras (purchase 2 per year)	\$1,000
LCD Projectors (purchase 2 per year)	\$1,600
Apple MacBook Laptops (purchase 2 per year)	\$3,600
Classroom Audio System (purchase 2 per year)	\$3,000
Internet/Content Filtering (provided by ISD starting 2011-12)	\$0
Total Expenditures Annually	

Equipment Replacement Policy

It is the goal of the District to maintain functional technology equipment in order to maintain and improve the availability and use of technology in the classroom. This involves interval maintenance on certain systems as well as replacing core equipment on a regular and ongoing basis.

Grants and Donations

Grants are always an option and are utilized as much as possible to improve the technology district-wide.

Donations are also accepted through the Information Services department of the St. Joseph County ISD where they are distributed based on the needs of the district.

Technology Support

The Information Services department at the St. Joseph County ISD provides primary support for our network, Internet access, and other technology needs. We have access to technical assistance via phone, email, and a web-based help desk system, as well as an on-site technician when necessary.

The St. Joseph County ISD Information Services department also provides services for several other local school districts as well as some other local agencies and organizations. This broad coverage allows for the District to benefit from knowledge gained across the county.

The District also contracts with Pixel Creek for desktop support on our Apple computer systems.

Technology Planning Committee

The Technology Planning Committee meets regularly to study the technology needs of the school. Because the District only consists of a small elementary school, the District relies upon the St. Joseph County ISD for many of its technology needs. Members analyze present technology use and work to determine the future needs of the school.

Monitoring and Evaluation

The technology plan will be revised semi-annually. At those times, an evaluation will be made on the progress and impact of the previous year's plan. The technology planning committee will meet in November and again in April to assess the progress and make any necessary changes.

Examples of the items that will be taken into consideration:

- Has the plan proposed a reasonable timetable for completion of the action items?
- Have sufficient resources been allocated to support the implementation of the plan?
- Have designated individuals been successful in the progress of the plan, and disseminating information to the staff and community?
- Which action items have been completed; which have not? How can the District build on the success of these action items?
- Which steps have not been successful; how can they be changed to make them successful?
- Do action items need to be added?
- Have there been any surprises?

Committee Members

- Marcia Griffin, Superintendent of Schools
- Francis Krawczak, Teacher
- Josh Eby, IS Network Analyst, St. Joseph County ISD

Implementation of the Children's Internet Protection Act

In accordance with the Children's Internet Protection Act, Nottawa Community Schools filters Internet traffic to maintain a safe Internet environment for students.

Currently, this is done using a SonicWall firewall. The SonicWall appliance is equipped and setup with the ability to filter Internet traffic to maintain a safe Internet environment for students. Updates are continuously provided to this device by CyberPatrol.

Over the summer of 2011, we will be changing the content filtering solution we utilize in conjunction with the St. Joseph County ISD. As this change is made, Internet safety for students will continue to be a primary concern when filtering technologies are being evaluated.

District Acceptable Use Policy

7540.04 - STAFF NETWORK AND INTERNET ACCEPTABLE USE AND SAFETY

Advances in telecommunications and other related technologies have fundamentally altered the ways in which information is accessed, communicated, and transferred in our society. Such changes are driving the need for educators to adapt their means and methods of instruction, and the way they approach student learning, to harness and utilize the vast, diverse, and unique resources available on the Internet. The Board of Education is pleased to provide Internet service to its staff. The Board encourages staff to utilize the Internet in order to promote educational excellence in our schools by providing them with the opportunity to develop the resource sharing, innovation, and communication skills and tools which will be essential to life and work in the 21st century. The Board encourages the faculty to develop the appropriate skills necessary to effectively access, analyze, evaluate, and utilize these resources. The instructional use of the Internet will be guided by the Board's policy on Instructional Materials.

The Internet is an electronic highway connecting computers and users in the District with computers and users worldwide. Access to the Internet enables staff members to explore thousands of libraries, databases, and bulletin boards, while exchanging messages with people throughout the world. Access to such an incredible quantity of information and resources brings with it, however, certain unique challenges.

First, and foremost, the Board may not be able to technologically limit access to services through the Board's Internet connection to only those that have been authorized for the purpose of instruction, study and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen materials to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any publicly available file server in the world, will open classrooms and students to electronic information resources which have not been screened by educators for use by students of various ages.

The Board has implemented technology protection measures which block/filter Internet access to visual displays that are obscene, child pornography or harmful to minors. The Board utilizes software and/or hardware to monitor online activity of staff members to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. The Superintendent or designee may disable the technology protection measure to enable access for bona fide research or other lawful purposes.

The Superintendent is directed to prepare guidelines which address students' safety and security while using e-mail, chat rooms and other forms of direct electronic communication, and prohibit disclosure of personal identification information of minors and unauthorized access (e.g., "hacking") and other unlawful activities by minors online. Staff members are reminded that personally identifiable student information is confidential and may not be disclosed without prior written parental permission.

Building principals are responsible for providing training so that Internet users under their supervision are knowledgeable about this policy and its accompanying guidelines. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of the Internet. All Internet users are required to sign a written agreement to abide by the terms and conditions of this policy and its accompanying guidelines.

Staff members are responsible for good behavior on Board's computers/network and the Internet just as they are in classrooms, school hallways, and other school premises and school sponsored events. Communications on the Internet are often public in nature. General school rules for behavior and communication apply. The Board does not sanction any use of the Internet that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines. Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users granted access to the Internet through the Board's computers

assume personal responsibility and liability, both civil and criminal, for uses of the Internet not authorized by this policy and its accompanying guidelines.

The Board designates the Superintendent as the administrator responsible for initiating, implementing, and enforcing this policy and its accompanying guidelines as they apply to the use of the Network and the Internet for instructional purposes.

H.R. 4577, P.L. 106-554, Children's Internet Protection Act of 2000
47 U.S.C. 254(h), (1), Communications Act of 1934, as amended
20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965,
as amended
18 U.S.C. 2256
18 U.S.C. 1460
18 U.S.C. 2246

Adopted 12/13/04

7540.03 - STUDENT NETWORK AND INTERNET ACCEPTABLE USE AND SAFETY

Advances in telecommunications and other related technologies have fundamentally altered the ways in which information is accessed, communicated, and transferred in our society. Such changes are driving the need for educators to adapt their means and methods of instruction, and the way they approach student learning, to harness and utilize the vast, diverse, and unique resources available on the Internet. The Board of Education is pleased to provide Internet services to its students. The Board encourages students to utilize the Internet in order to promote educational excellence in our schools by providing them with the opportunity to develop the resource sharing, innovation, and communication skills and tools which will be essential to life and work in the 21st century. The instructional use of the Internet will be guided by the Board's policy on Instructional Materials.

The Internet is an electronic highway connecting computers and users in the District with computers and users worldwide. Access to the Internet enables students to explore thousands of libraries, databases, and bulletin boards, while exchanging messages with people throughout the world. Access to such an incredible quantity of information and resources brings with it, however, certain unique challenges.

First, and foremost, the Board may not be able to technologically limit access to services through the Board's Internet connection to only those that have been authorized for the purpose of instruction, study and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen materials to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any publicly available file server in the world, will open classrooms and students to electronic information resources which have not been screened by educators for use by students of various ages.

The Board has implemented technology protection measures which block/filter Internet access to visual displays that are obscene, child pornography or harmful to minors. The Board utilizes software and/or hardware to monitor online activity of students to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. Nevertheless, parents/guardians are advised that a determined user may be able to gain access to services on the Internet that the Board has not authorized for educational purposes. In fact, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents/guardians may find inappropriate, offensive, objectionable or controversial. Parents/guardians assume risks by consenting to allow their child to participate in the use of the Internet. Parents/guardians of minors are responsible for setting and conveying the standards that their children should follow when using the Internet. The Board supports and respects each family's right to decide whether to apply for independent student access to the Internet.

The Superintendent is directed to prepare guidelines which address students' safety and security while using e-mail, chat rooms and other forms of direct electronic communications, and prohibit disclosure of personal identification information of minors and unauthorized access (e.g., "hacking") and other unlawful activities by minors online.

Building principals are responsible for providing training so that Internet users under their supervision are knowledgeable about this policy and its accompanying guidelines. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of the Internet. All Internet users (and their parents if they are minors) are required to sign a written agreement to abide by the terms and conditions of this policy and its accompanying guidelines.

Students and staff members are responsible for good behavior on the Board's computers/network and the Internet just as they are in classrooms, school hallways, and other school premises and school sponsored events. Communications on the Internet are often public in nature. General school rules for behavior and communication apply. The Board does not sanction any use of the Internet that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines. Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users granted access to the Internet through the Board's computers assume personal responsibility and liability, both civil and criminal, for uses of the Internet not authorized by this Board policy and its accompanying guidelines.

The Board designates the Superintendent as the administrator responsible for initiating, implementing, and enforcing this policy and its accompanying guidelines as they apply to the use of the Network and the Internet for instructional purposes.

H.R. 4577, P.L. 106-554, Children's Internet Protection Act of 2000
47 U.S.C. 254(h), (1), Communications Act of 1934, as amended
20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965,
as amended
18 U.S.C. 2256
18 U.S.C. 1460
18 U.S.C. 2246

Adopted 6/11/01
Revised 12/13/04

KresaNet Acceptable Use Policy

This agreement covers access to and use of Internet Services through KresaNet.

Nottawa Community School is offering employee access the Educational Network (KresaNet), which is coordinated through a complex association of governmental agencies, regional and statewide networks, including the Merit Network (MichNet). This document contains the terms and conditions of use that an employee agrees to follow when using KresaNet and MichNet. Nottawa Community School and KresaNet reserve the right to change this agreement at anytime with notice to user.

Terms and Conditions

Purpose and Acceptable Use

KRESA established the KresaNet for a limited educational purpose and official KRESA business. Use of any employee account must be in support of education, research, or KRESA day-to-day business activities, and consistent with the educational and business objectives of KRESA. The Superintendent of KRESA and his/her designees may at any time make determinations that particular uses are or are not consistent with the purpose of KRESA.

The term "educational purpose" includes classroom and work activities, career development, activities to develop skills in technology and limited, high-quality, self-discovery activities.

The KresaNet has not been established as a public access server or a public forum. KRESA retains the right to place reasonable restrictions on the material users access or post through KresaNet. In addition, users are expected to abide by the rules set forth in KRESA policies and procedures, and all applicable laws and regulations when using KresaNet.

Users may express opinions on political issues. However, K/RESA prohibits the use of KresaNet for political lobbying.

Users agree to abide by the MichNet Acceptable Use Policy found elsewhere in this agreement.

Unacceptable Use

KRESA prohibits the use of KresaNet for commercial or for-profit purposes. This means that users shall not offer, or provide products or services through KresaNet which are not directly related to official KRESA business. Users who have accounts providing home access to the Internet through KresaNet may purchase personal products or services that are lawful. However, personal products or services may not be purchased from the KRESA workplace.

Use of obscene, profane, lewd, abusive, threatening, discriminatory or harassing language is prohibited on KresaNet. This prohibition applies to public messages, private messages, and material posted on web pages.

Users shall not engage in any unlawful activity over KresaNet.

KRESA prohibits the use of KresaNet to access or post pornographic materials, indecent materials or inappropriate information. It is the employee's responsibility to insure that such material is not accessed or posted.

Users agree to not knowingly or recklessly post false or defamatory information about a person or organization.

Plagiarism and copyright infringement is prohibited. Users shall not take ideas or writings of others and present them as if they were their own. Also, users shall not inappropriately or illegally reproduce a work on KresaNet protected by a copyright. Respect the rights of copyright holders.

Unauthorized access to KresaNet or any other computer system through KresaNet or going beyond authorized access is prohibited. Users shall not access another person's materials, information or files without permission.

Users agree not to intentionally attempt to disrupt KresaNet or destroy data accessible through KresaNet by spreading computer viruses or any other means. Posting chain letters on KresaNet is prohibited.

Users shall not bombard other users with email messages or send annoying messages to other persons or organizations on KresaNet.

Users shall not forge (spoof) electronic mail messages or IP addresses.

Other Terms and Conditions

KRESA prohibits the sharing of user names and passwords. Users must not let anyone else use their user name or password.

Access to KresaNet is a privilege and not a right. Users must be considerate to other users. Users connecting by modem must keep their connect time to two (2) hours or less per session.

Users must monitor email on a regular basis (at least once a month) and delete email from the personal mail directory to avoid excessive use of the file server hard disk system.

Users are responsible for maintaining the integrity of the electronic mail system, which includes reporting all violations of privacy to K/RESA. The user is responsible for making sure all email sent or received by him or her does not contain pornographic or indecent material, copyrighted material, inappropriate information or any other information which may be potentially threatening or dangerous to others on KresaNet.

Users may not download large files unless absolutely necessary. If necessary, users should download the file at a time when KresaNet is not being heavily used, typically the hours before 5 PM and after 11 PM.

Users who can identify a security problem on the KresaNet must notify K/RESA Superintendent or his/her designee(s) and not demonstrate the problem to others.

Web Pages. Employees may establish personal web pages in accordance with the K/RESA process and criteria for the establishment and posting of material, including pointers to other sites, on these pages. Material presented on these pages must be related to the user's educational, career preparation, or professional development activities. K/RESA, at any time, with notice to an employee, may remove any material posted on a web page that it deems inappropriate or inconsistent with K/RESA's policy pertaining to KresaNet, this agreement, or with K/RESA's educational and business objectives. Personal web pages shall not be used to offer, advertise, or provide products or services, or for any commercial or personal for-profit activity. Employee web pages must include the following notice: " This is an employee Web page. Any opinions expressed on this page shall not be attributed to Kalamazoo Regional Educational Service Agency."

Liability

KRESA makes no warranties or assurances of any kind, whether express and/or implied, for the service it is providing, including, but not limited to, loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by KRESA negligence or users' errors or omissions.

KRESA does not guarantee or is in no way responsible for the accuracy or quality of information obtained through KresaNet. Use of any information obtained via KresaNet is at the user's own risk. KRESA is not responsible for any damage users suffer, or responsible for financial obligations arising from the unauthorized use of KresaNet to purchase personal product(s) or service(s).

Rights and Violations

Users should expect only limited privacy in the contents of personal files on KresaNet. As a monitored telecommunications network, KRESA makes no guarantees of any kind, express or implied, regarding the privacy of electronic mail or any other telecommunications transmitted or received over KresaNet. Routine maintenance and monitoring of KresaNet may lead to the discovery that a user has violated this agreement, KRESA policies, or procedures, and/or the law.

If there is reasonable suspicion that the user has violated this agreement, KRESA policies, or procedures, or the law, KRESA will conduct a search of the individual user files. This search and investigation will be reasonable and related to the suspected violation. In the event there is a suspected violation of this agreement, KRESA policies, or procedures, or the law, the user will be provided with notice and an opportunity to be heard before the user's access is suspended, or terminated. In addition, improper use of KresaNet may also lead to further disciplinary action consistent with KRESA policy.

A user's access to KresaNet may be suspended or terminated for a violation of this agreement. If the user's account privileges are terminated K/RESA will not refund any use fee, or portion thereof. Users shall not use KresaNet while access privileges are suspended or revoked.

This agreement may be modified at anytime with notice to the user by the Superintendent or his/her designate.

MichNet Acceptable Use Policy

The purpose of MichNet is given in Article II of Merit Network, Inc.'s Bylaws which states in part that "... in pursuance of its mission in instruction, research, and service ... it is the role of Merit as [the operator of] a high-speed digital communications network to contribute broadly to educational and economic development in Michigan, ...".

Acceptable Use

This statement represents a guide to the acceptable use of MichNet. Any Member or Affiliate organization or individual connected to MichNet in order to use the Michigan statewide network, or any other networks which are used as a result of their MichNet connection must comply with this policy and the stated purposes and Acceptable Use policies of any other networks or hosts used.

Each Member and Affiliate organization is responsible for the activity of its users and for ensuring that its users are familiar with the MichNet Acceptable Use Policy or an equivalent policy. In addition each Member and Affiliate is encouraged to maintain and enforce its own Acceptable Use policies.

The following guidelines will be applied to determine whether or not a particular use of MichNet is appropriate:

Users must respect the privacy of others; for example, users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to others, or represent themselves as another user unless explicitly authorized to do so by that user.

Users must respect the legal protection provided by copyright and license to programs and data.

Users must respect the integrity of computing and network systems; for example, users shall not intentionally develop or use programs that harass other users or infiltrate a computer, computing system or network and/or damage or alter the software components of a computer, computing system or network.

Use should be consistent with guiding ethical statements and accepted community standards. Malicious use is not acceptable.

MichNet may not be used in ways that violate applicable laws or regulations.

Use of MichNet and any attached network in a manner that precludes or significantly hampers its use by others is not allowed.

Connections which create routing patterns that are inconsistent with the effective and shared use of the network may not be established.

Unsolicited advertising is not acceptable. Advertising is permitted on some Web pages, mailing lists, news groups and similar environments if advertising is explicitly allowed in that environment.

Repeated, unsolicited and unwanted communication of an intrusive nature is not acceptable. For example, continuing to send e-mail messages to an individual after being asked to stop is not acceptable.

The intent of this policy is to make clear certain uses which are and are not appropriate, not to exhaustively enumerate all such possible uses. Using the guidelines given above, Merit may at any time make determinations that particular uses are or are not appropriate.

Merit will not monitor or judge the content of information transmitted over MichNet, but will investigate complaints of possible inappropriate use. In the course of investigating complaints, Merit staff will safeguard the privacy of all parties and will themselves follow the guidelines given in this policy. Remedial Action

Remedial Action

When Merit learns of possible inappropriate use, Merit staff will notify the Member or Affiliate responsible, which must take immediate remedial action and inform Merit of its action. In an emergency, in order to prevent further possible inappropriate activity, Merit may temporarily disconnect a Member or Affiliate from MichNet. If this is deemed necessary by Merit staff, every effort will be made to inform the Member or Affiliate prior to disconnection, and every effort will be made to re-establish the connection as soon as it is mutually deemed safe.

The MichNet policies are accepted and endorsed by SMILE, K/RESA and REMC 12.

Any determination of inappropriate use serious enough to require disconnection shall be promptly communicated to every member of the Merit Board of Directors through an established means of publication.