

# **NORTH STAR ACADEMY DISTRICT TECHNOLOGY PLAN**

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DISTRICT CODE: 52901**

**7/1/2008 – 6/30/2011**

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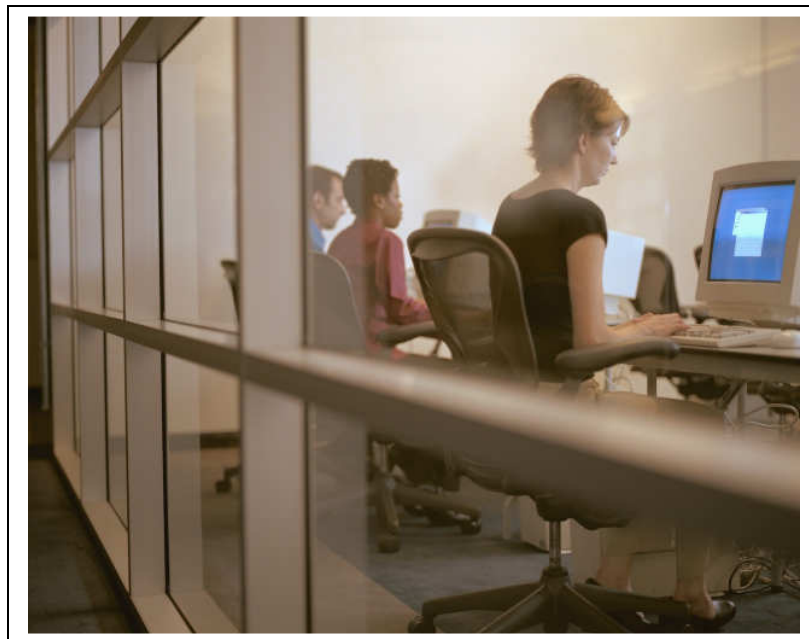
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**ISD: Marquette-Alger Regional Service Agency**

**URL of Technology Plan: [www.nsacd.com](http://www.nsacd.com)**



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## **District Mission Statement – Section Two**

North Star Academy is a public school where a caring and innovative environment ensures **each student** will attain high academic achievement and a positive sense of self worth. NSA understands that for individuals to flourish it is necessary to have a positive collaboration among students, school personnel, parents and community. It is with EXCITEMENT that we, the collaborative team, prepare every student to shape our changing world!

### **Learners will be:**

Self-directed, caring, healthy **Human Beings**,  
*Guided by Principles of Connection and Improvement*

Imaginative, courageous Leaders and Innovators,  
*Guided by Principles of Future Focusing and Stewardship*

Empathetic, respectful Team Members and Mediators  
*Guided by Principles of Win-Win and Collaboration*

Open, articulate Listeners and Communicators  
*Guided by the Principles of Honesty and Clarity*

Purposeful, insightful Investigators and Decision Makers,  
*Guided by Principles of Reflections and Integrity*

Resourceful, conscientious, Producers and Contributors,  
*Guided by Principles of Quality and Accountability*

## **District Introduction – Section Two**

### **Demographics**

North Star Academy (NSA) was established in 1994 as an alternative High School, serving grades 9-12<sup>th</sup>. In 1997, NSA became a Charter School of Northern Michigan University. Originally the school was located in Ishpeming, MI, but relocated in the fall of 2005, to a brand new state-of-the-art building located in Marquette, MI. The new location and size allowed NSA to open Polaris Middle School, serving grades 7-8<sup>th</sup>. The district opened to grade 6<sup>th</sup> in the fall of 2007.

### **Enrollment**

In the fall of 2007, North Star Academy High School (NSAHS) had an enrollment of 70 students. Polaris Middle School (PMS) had an enrollment of 24 students. The school district had a 62% free and reduced lunch population. Although in a declining enrollment area, NSA enrollment has steadily grown and this trend is expected to continue.

## **Personnel**

Currently the district employs:

- 1 Full-time CEO / Principal
- 1 Full-time Asst. Admin / Dean / Tech Coordinator
- 3 Full-time Teachers
- 3 Part-time Teachers
- 1 Full-time Aide
- 2 Americorp Workers
- 1 Part-time Special Education Coordinator
- 1 Full-time Admin Asst.
- 1 Part-time Food Service Coordinator
- Various contracted services including: janitorial, transportation, technology support, and social services

## **Accreditation**

The district is accredited by *The Coalition of Essential Schools*, one of two accreditation agencies recognized by the state.

## **NSA District Technology Vision Statement-Section Three:**

North Star Academy believes that technology is a tool to enhance the whole curriculum. Various technologies will be used to allow students to further their educational, career and personal goals. Access to and the ability to adapt to new technologies will help students become more successful and contribute to the changing world.

Specifically technology will be used to:

- Assist all students in understanding the curriculum
- Connect students to the world
- Increase knowledge
- Increase communication between staff, parents, students, and the community
- Enhance technology skills
- Promote higher order thinking skills

## **Technology Goals:**

### **Education**

- Continue to offer professional develop to educate staff on using technology as an instructional tool
- Continue to provide a technology-rich environment for students that enhances the state's content and grade level expectations
- Provide students with technology and software that require the use of higher order thinking skills

- Create and implement a “NSA technology skills” program to be taught to all students and teaching staff
- Continue to utilize technology to promote student understanding for various multiple intelligences

### **Communication**

- Continue to use technology to improve communication between staff, parents, and students
- Improve the school’s website content and layout so NSA information can be assessed by all interested parties
- Maintain and increase the use of the school’s online student database system

### **Technology Service**

- Improve the maintenance request system
- Track maintenance requests
- Inform staff of technology grant opportunities
- Recreate technology inventory system

### **Hardware**

- Plan for replacement and growth of equipment systematically
- Upgrade and maintain current infrastructure and network

## **Curriculum Integration – Section Four**

North Star Academy uses many types of technology to enhance the curriculum, in order to promote student understanding and skills. The biggest example of this is the district’s laptop initiative that provides laptop computers to all students who have a signed parent / guardian permission slip. This program provides an equal learning opportunity to all students regardless of socioeconomic background. The laptops are used in all classrooms for word processing, accessing the Internet on the wireless network, storing data and using a number of other applications.

LCD projectors are located in all classrooms targeting instruction for visual learners. A codec was recently purchased to enhance all curricular areas by allowing teachers to provide virtual video trips that also offer interaction with off-site presenters. Digital cameras, video cameras, graphing calculators, probes, CPS, United Streaming and software applications are used by all grade levels.

NSA is undergoing a curriculum review and update with the assistance of the Marquette-Alger Regional Service Agency, to ensure all curricular areas are aligned with the new state content standards and grade level expectations, including the METS. As the documentation is completed, school curriculum personnel will identify specific technology projects / expectations per course. At the end of each school year, district administrators will work with the staff to identify learning outcomes achieved and areas that need improvement. This is an annual ongoing process that will be revisited at the

end of each school year. Overall content knowledge and applications per grade levels are as follows:

### **Polaris Middle School (6<sup>th</sup> – 8<sup>th</sup> Grade), integration into core content areas**

#### **Language Arts**

- Technology Skills Program Instruction (Tech Standard #1.A, #1.B, Basic operations and concepts)
- Word Processing (Tech Standard #2.B – Social, ethical, and human issues #3.A, #3.B – Technology productivity tools,)
- Publisher and PowerPoint (Tech Standard #2.B-Social, ethical, and human issues, #3.A, #3.B – Technology productivity tools, #4.B –Technology communication tools,)
- Use of the Internet (Tech Standard #5.A – Technology research tools)
- 

#### **Mathematics**

- Microsoft Excel (Tech Standard #3.A – Technology productivity tools, #6.A, #6.B – Technology problem solving and decision making tools)
- Graphing Calculators (Tech Standard #3.A – Technology productivity tools, #6.A, #6.B – Technology problem solving and decision making tools)
- CPS

#### **Science**

- Microsoft Excel (Tech Standard #3.A – Technology productivity tools, #6.A, #6.B – Technology problem solving and decision making tools)

#### **Social Studies**

- Technology Skills Program Instruction (Tech Standard #1.A, #1.B, Basic operations and concepts)
- Word Processing (Tech Standard #2.B – Social, ethical, and human issues #3.A, #3.B – Technology productivity tools,)
- Publisher and PowerPoint (Tech Standard #2.B – Social, ethical and human issues, #3.A, #3.B – Technology productivity skills, #4.B – Technology communication tools,)
- Use of the Internet (Tech Standard #4.A – Technology communication tools, Tech Standard #5.A – Technology research tools)

### **North Star Academy High School (9<sup>th</sup> – 12<sup>th</sup> Grade), integration into core content areas, Health, and Physical Education**

#### **Language Arts (METS-emphasis basic operation and concepts and technology productivity tools)**

Word processing using spell check, thesaurus

Microsoft Word for reports and other publications

Inspiration Software for brainstorming, concept mapping

Multimedia presentations with graphics, sound, and text  
Publisher software for brochures, posters, reports, etc..  
Use of United Streaming for informational video  
Use of codec for virtual fieldtrips  
Use of the internet for online researching

**Mathematics (METS-emphasis technology problem solving, social, technology communication tools)**

Microsoft Excel to solve problems  
Graphing calculators to discover concepts visually and solve problems  
Computer generated graphs  
Use of CPS to check for understanding

**Social Studies (METS-emphasis technology research tools and technology communication tools)**

Word processing using spell check, thesaurus  
Microsoft Word for reports and other publications  
Inspiration Software for brainstorming, concept mapping  
Multimedia presentations with graphics, sound, and text  
Publisher software for brochures, posters, reports, etc..  
Use of United Streaming for informational video  
Use of codec for virtual fieldtrips  
Use of the internet for online researching  
Student projects utilizing digital cameras and video cameras  
Use of spreadsheets to graph statistics

**Science (METS - emphasis technology problem solving and decision making tools)**

Database to organize data collected  
Multimedia reports using graphics, text, and sound  
Download and analyze data from the Internet  
Use of probes to collect data  
Use of codec for virtual fieldtrips  
Use of United Streaming for informational video  
Document Camera

**Health**

Meet the online technology requirement (Appendix)

**Physical Education**

Use of interactive gamine to promote movement and instruction  
Use of Heart Rate Monitors

What works now though, may be obsolete by 2011. Therefore, the goal of the district is for teachers to focus on the process of integration rather than the end result of integration. As stated in the National Educational Technology Standards for Students, from the

International Society for Technology in Education, "Effective integration of technology is achieved when students are able to select technology tools to help them obtain information in a timely manner, analyze and synthesize the information, and present it professionally. The technology should become an integral part of how the classroom functions—as accessible as all other classroom tools."

## **Student Achievement – Section Five**

### **Classroom Laptops**

Polaris Middle School and North Star Academy High School students and teachers have their own laptop computers. The laptops have the ability to connect wirelessly to the Internet and school's network (directory accounts). These laptops are used for independent lessons, enrichment activities, re-teaching and support of classroom instruction.

Students and staff at both schools also have access to the following equipment / materials: LCD projectors, united streaming, Exam View, digital cameras, video cameras, online school database, video codec, CPS and various software programs.

### **Art**

Technology will be incorporated into the middle and high school classes. Specifically students will use digital cameras and editing software. Instruction will also include virtual field trips to art museums and architecture located around the world.

### **Health**

The NSAHS health class will be organized to meet the state's online experience requirement. Students enrolled in this class will solve web quests, use videocasts, communicate via email, do online research, and participate in online simulation or field trip.

### **Language Arts**

All students in language arts classes will rely heavily on publishing software to produce grammatically correct publications (digital story telling). Students will also use the internet to research and determine accurate information. Students will organize their pre-writing thoughts by creating concept maps using Inspiration.

Technology instruction will consist of using United Streaming, video codec and lcls.. Instruction may include virtual field trips, videos (authors' biographies, Globe theatre, movie clips, etc..) and demonstrations.

### **Mathematics**

The middle school Connect mathematics program and high school Core-Plus mathematics program require all students to use graphing calculators. Checking for understanding is done using the CPS equipment. Excel software will be used by

students to solve problems, develop mathematical calculations and patterns, and create charts / graphs

### **Science**

PMS and NSAHS science students will use database to organize data collected using probes and other instrumentation. A document camera will be used for instruction to display hard copy and small items, universal streaming and the video codec will provide biological field trips and videos for all science areas. Students will use the internet for research and then use publication software to product reports.

### **Social Studies**

Multimedia projects (digital storytelling) will be created by all students in their history classes. These projects will require the use of the internet for research and media equipment (digital and video cameras, recorders, and editing software). Instruction will be delivered using United Streaming and the video codec to explore museums, visit past civilizations, and view movie clips. Economics and government classes will use Excel to graph statistics. All social studies areas will use Inspiration for brainstorming and concept mapping. Audio learners will learn about cultures / geography / languages by listening to satellite radio / cds

### **Special Education**

The special education department uses various technology equipment and software programs to assist students with disabilities. Audio recorders, Premiere software, and Reach software are currently being used. Technology will continued to be used as required by students' IEPs.

### **Physical Education**

Technology will be infused into the physical education program when heart rate monitors and software are purchased. Students will be able to record and monitor their fitness levels, using the new technology and their school laptops.

### **Michigan Virtual High School (MVHS) / Other Online Courses**

Provides an opportunity for high school students to enroll in classes that otherwise they could not due to scheduling conflicts or the course not offered at our small district. In addition, all students use MVHS to create Educational Development Plans and access Michigan Merit Exam Review prep course.

### **Extra Curricular Programming**

A robotics club will be formed for students interested in learning about this technology. This program will focus on higher order thinking skills.

## **Timeline for Technology Integration into Curricula and Instruction – Section Five**

### **2008 – 2009**

- Determine hardware and software needs for all subjects / grade levels
- Encourage teachers to use technology to enhance curriculum and increase efficiency
- Publish a district technology guide that includes equipment available, software applications, internet sources, procedures and district policies
- Purchase online classes as needed
- Recreate technology inventory system
- Create list of technology professional development opportunities for the upcoming school year
- Create “technology skills” implementation program
- Redesign district website
- Review technology plan
- Purchase updated student database software
- Apply for USF funding and any other available resources
- Collect data of technology use
- Investigate the cost of a wireless theatre sound system

### **2009 – 2010**

- Implement administrative observations of technology use in the classrooms
- Determine hardware and software needs school wide
- Update district technology guide
- Purchase online classes as needed
- Create list of technology professional development opportunities for the upcoming school year
- Update district website
- Review technology plan
- Apply for USF funding and any other available resources
- Collect data of technology use

### **2010-2011**

- Update technology plan
- Continue administrator observations of technology use in the classrooms
- Update district technology guide
- Purchase online classes as needed
- Create a list of technology professional development opportunities for the upcoming school year
- Update district website
- Apply for USF funding and any other available resources
- Collect data of technology use
- Investigate options for online foreign language classes

## **Delivery of Instruction – Section Six**

Technology is applied in many forms at North Star Academy, due to the laptop initiative program.

### **Michigan Virtual High School**

At the High School Michigan Virtual classes are offered. This resource allows students the opportunity to enroll in classes that we are not offering, or because of scheduling conflicts. The class is prepared and delivered by a certified instructor. Managed in house also by a certified teacher or ‘mentor’ who oversees the student’s progress.

### **Student and Staff Accounts**

Students and staff members of North Star Academy have access to their own Individual network accounts. These accounts allow for students and staff to save and/or transfer data/files throughout the District using the wireless network. Student files are kept one year after they have graduated from the district.

### **Internet**

North Star Academy provides network and Internet access to all student and staff laptop computers. Any student with an account must have an AUP (acceptable use policy) signed by a parent and on file in the office before they are given Internet access. All student accounts are monitored by Internet filtration software.

### **United Streaming**

North Star Academy has purchased a United Streaming subscription to deliver instructionally appropriate video. United Streaming is used at our Middle School and High School. Through Professional Development, teachers have been taught how to use United Streaming in the context of their lessons and with available technology applications.

### **Video Codec**

All classroom instructors will have access to a video codec. Teachers will be participating in professional development to learn how to access virtual field trips and other learning opportunities associated with this piece of equipment that will enhance their lessons. In addition this unit will be used to provide professional development to the staff.

### **MOIS – Michigan Occupational Information System**

MOIS is a career development program that assists K-12 students and other users plan a career path that's right for their interests. MOIS will be used at the Middle School level to help students develop and plan career interests.

### **Michigan Merit Exam Review Prep Course**

This course prepares Michigan students for their state examination. All high school juniors will use this program and any senior re-testers.

### **Mydreamexplorer**

This application will be used by middle and high school students to create and update educational development plans.

## **Parental Communications and Community Relations – Section Seven**

One of the most important pieces of information is the communication between school and home. Often this becomes too difficult because of conflicting time schedules or not being able to get to the person you need or want to talk to. With this in mind North Star Academy has tried to make some significant steps to putting information out that is easily obtainable. With the Internet being available to a growing majority of our constituents we have tried to put things in place that will provide the ease of availability.

### **District Web Page**

The district has a web page. This site is located at [www.nsacd.com](http://www.nsacd.com). The site is designed to include general district information as well as the technology plan. In the future NSA plans to post lunch menus, district newsletters and board minutes on the website. A link to the school's student data is already provided.

### **PowerSchool**

PowerSchool is a 'real time' student database that allows students, parents and staff to access their student's grades and attendance at any time. This is offered to all students grades 6<sup>th</sup> – 12<sup>th</sup>. Access is obtained by parents and students via secured usernames and passwords issued upon enrollment in the district. The program also provides staff contact information to parents.

### **PTO**

A strong collaboration is beginning between the newly formed Parent/Teacher Organization and the school system. The organization is helping both financially and personally in the expanding of resources and programs within the school.

### **Phone System**

A new district wide phone system has been purchased. This system is located throughout the building including the central office, classrooms, and kitchen. It provides us with voice mailboxes, intercom services, and other features.

### **Parent Teacher Conferences**

Student-led parent teacher conferences are held twice a year. Emphasis is made on contact between parents and teachers to relay and communicate news and updates about student progress and concerns.

### **Newsletter**

The majority of our parents have Internet access but we still have some families who do not have this availability. For these families and for the rest of the community we also produce hardcopy Newsletter' every month. This is sent home with the students (also will

be available online) to inform the parents of the next months activities and curriculum information.

### **Curriculum Collaboration – Section Eight**

The district does not currently offer adult high school or GED completion programs. However it does assist students in locating agencies that assist adult learners. Representatives from these service providers will continue to contribute to the implementation and assessment of the district technology plan.

#### **Michigan Virtual High School**

Michigan Virtual High School provides an alternative to classes that are not offered by our high school. This distance-learning option allows students to have an expanded selection of courses they would otherwise not be able to take or enroll in classes they could not take because of a scheduling conflict.

#### **Marquette Alger Regional Educational Service Agency (MARESA)**

MARESA offers a number of services to teachers and administrators. MARESA also plays a vital role in our professional development, providing in-services and offering additional training for staff.

#### **Michigan eLibrary**

The Michigan eLibrary is a project of the Library of Michigan, giving access to several databases to the citizens of Michigan through their libraries. Home access is available for some of these databases. These databases include: OCLS FirstSearch; Galegroup Infotrac; SIRS Discoverer Deluxe; Electric Library Elementary.

### **Professional Development – Section Nine**

For the district's vision to become reality it must provide opportunities for staff to become proficient in strategies and techniques for the implementation of educational technology. The professional development offered by the district must be more than how to use an application / device. It must include how the technology can be used to enhance understanding and promote higher order thinking skills. In addition, the district must inform staff of additional educational technology trainings available to them.

Current resources available to the staff for professional development in technology include:

- District's technology director can provide training or schedule other trainers
- Various staff members are skilled in certain applications / tools
- Online resources such as Michigan Virtual University, LearnPort and Connected University
- Northern Michigan University Audio / Visual Department – virtual field trips
- Marquette-Alger Regional Service Education Agency's technology consultant

Professional Development technology agendas will be created using information obtained from a variety of sources:

- School Improvement Plan
- Curriculum Team
- Annual needs assessments
- Parent / Student Input
- Board of Directors Input
- Teaching Staff Input

Common goals of NSA’s staff professional development technology goals align with ISTE NETS for administrators and teachers. Goals specifically targeted include:

1. Administrator ISTE NET I. Administrators will use data in making leadership decisions, advocate for funding that supports implementation of the district technology plan and facilitate the vision for technology use and widely communicate that vision.
2. Administrator ISTE NET. II Administrators will identify, use, evaluate, and promote appropriate technologies to enhance and support instruction and standards-based curriculum leading to high levels of student achievement.
3. Administrator ISTE NET V. Administrators will use multiple methods to assess and evaluate appropriate uses of technology resources for learning, communicating, and productivity. Technology will be used to collect and analyze data, interpret results, and communicate findings to improve instructional practices and student learning.
4. Teacher ISTE NET I. Teachers demonstrate a sound understanding of technology operations and concepts. This includes operation of the school’s network, internet, and software applications.
5. Teacher ISTE NET II. Teachers design, plan and manage learning environments and experiences for students.
6. Teacher ISTE NET III. Teachers will use technology resources to analyze data, interpret results and communicate findings to improve instructional practice and maximize student learning.
7. Teacher ISTE NET V. Teachers use technology to enhance their productivity and professional practices by applying technology to increase productivity and use technology to communicate and collaborate with parents, students and peers

<b>Professional Development Timeline 2008-2009</b>
• Create the district technology guide – Summer 2008 Purpose is to inform entire staff of available technologies and how to use
• Conduct Training Assessments Needs – Summer 2008 via email
• Develop “Technology Skills” class to be conducted by teachers fall 2008

• Aug 2008 Staff Professional Development – “Technology Skills” Class
Technology implementation
All staff school database training
• Encourage staff to participate in additional professional development opportunities
• Evaluate effectiveness of professional development
• Attend MACUL if funding available
<b>Professional Development Timeline 2009-2010</b>
• Update district technology guide
• Conduct yearly needs assessment
• Aug 2009 Staff Professional Development – “Technology Skills” Class
Technology implementation
All staff school database training
• Evaluate effectiveness of professional development
• Attend MACUL if funding available
<b>Professional Development Timeline 2010-2011</b>
• Update district technology guide
• Conduct yearly needs assessment
• Aug 2010 Staff Professional Development – “Technology Skills” Class
Technology implementation
All staff school database training
• Evaluate effectiveness of professional development
• Attend MACUL if funding available

Teachers have developed individualized professional development plans with in regards to the use and integration of technology into the curriculum. These can be found in personnel files.

## Professional Development-Supporting Services – Section Ten

- **ITRC Monthly Meetings**  
Monthly meetings facilitated by the Marquette-Alger Regional Educational Service Agency. These meetings are attended by Technology Coordinators and school administrators to discuss technology funding, services and curriculum integration.
- **District Technology Policies (see appendix) include:**  
Neola Policy 7530 – Lending of District Owned Equipment  
Neola Policy 7540 – Computer Technology and Networks  
Neola Policy 7540.1 – Technology Privacy  
Neola Policy 7540.2 – District Web Page  
Neola Policy 7540/03 – Student Network and Internet Acceptable Use and Safety  
Neola Policy 7540.04 – Staff Network and Internet Acceptable Use and Safety
- **REMC access**—The REMC lending library also provides access to videos, videodiscs, multimedia kits, and computer software; items can be found and ordered through a catalog.
- **School Web site**—The North Star Academy website ([www.nsacd.com](http://www.nsacd.com)) will be updated, but will continue to provide information for use by students, their families, and the community. Each building has its own pages linked to the district home page.
- **Instructional / training software**—The following resources are available to teachers who wish to further their technology skills.

*The Michigan Virtual University* provides online training in a multitude of subjects, ranging from basic use of an application such as Microsoft Word to technical training in Microsoft Server and Unix operating systems.

*Connected Tech's Connected University's* provides online software tutorials, how-to tips, and dozens of guides and self-paced courses.

- **Discovery Education's United Streaming**—The District, through its relationship with MARESA, subscribes to Discovery Education's United Streaming on-line video library. This service which provides online access to 2,200 videos, 22,000 video clips, and 2,000 images for downloading and classroom viewing. The United Streaming library can be searched by keyword, subject headings, and Michigan Content Standards
- **ISD Support**—MARESA provide assistance with technology through its Instructional Technology Team (ITT). The ITT makes teachers and administrators aware of available technology and software and offers classes on computer operating systems, the Internet, productivity software (word processing, spreadsheet, database), and software appropriate for the classroom. The team also helps with planning for the effective use of technology within the classroom. The District relies on MARESA for most of its technology integration training.

- **Professional Journals / Memberships**—Teachers and administrators are encouraged to subscribe to professional journals and organizations that promote technology integration (in particular – *Edutopia and MACUL*).
- **Northern Michigan University**- NMU provides assistance with technology and integration into the classroom. In particular, NMU assists with the district's video codec and online field trips.

## **Infrastructure, Hardware, Technical Support, and Software – Infrastructure Needs/Technical Specifications, and Design – Section Eleven**

### **Current Infrastructure – Computer Technology:**

The district has a wireless network throughout the building that provides network and internet access to all areas. Two Pro-Curve 420 wireless access points ensure the entire district has wireless service. Internet is provided by Charter Communications (speed – 10/1). The district uses a Netware server (P3 450 Processor) running Novell 5.0., which is located in the technology room. A second server (Compaq nc6120), also in the technology room, is used to house the online student database accessed by staff, students and parents. The system is protected by a Pro 1260 Sonic Firewall that meets CIPA requirements.

Additional hardware includes, wireless network printers in all classrooms, digital video cameras, video codec, two CPS systems, and digital cameras. The school has two servers. One server is used to manage all students / staff storage accounts. The other server houses the school's online database.

### **Current Infrastructure – Computer Software:**

All NSA computers are equipped with Microsoft Office. Other student applications include: Paint, Windows Movie Maker, PowerSchool, Dreamweaver, Inspiration and numerous other titles

In addition to the above, software applications purchased for teachers include: Examview, Universal Streaming, and PowerSchool.

### **Current Infrastructure – Telecommunications:**

A new district telephone system was installed during the summer of 2007. NSA purchased the Ayaya partner messaging system. This system offers the following features:

- Staff voice mailboxes
- Staff extension
- Caller ID
- Group call distribution

Telephones are located in all staff offices, classrooms, technology room and kitchen

### **Hardware / Software Needed to Acquired to Improve Instruction**

<b>Objective</b>	<b>Rationale</b>	<b>Timeline</b>
Replace PowerSchool Server – Compaq nc6120	To improve network handling – speed and storage amount	August 2008
Update PowerSchool version	New version offers more capabilities and Apple will one day not support our current version	August 2008 or July 2009
Increase # of Applications being used by students – Internet based	<ol style="list-style-type: none"> <li>1. Increase students' understanding and skills</li> <li>2. Many applications on the Internet are free and accessible to all with Internet access</li> </ol>	August 2008 – June 2011
Become aware of / increase the use of assistive technology by special education students	Technology can improve student understanding and efficiency of those students who have special needs	September 2008 – June 2011
Purchase up to 6 student laptops per year	To ensure quality laptop computers are provided to all students	Sept. 2008 – June 2001

#### **Current Infrastructure – Technical Support Available**

North Star Academy has an onsite full-time administrator who at one time served as the district's part-time technology specialist (technology integration and technician). This person provides immediate assistance and also is involved in technology planning

North Star Academy also has partnered with MARESA to have the services of an Americorp member 1 time a week onsite. This person is responsible for fixing computers, inventory, and equipment setup. In addition, MARESA's technology consultant is readily available when needed.

#### **Infrastructure, Hardware, Technical Support, and Software –Increased Access – Section Twelve**

North Star Academy has made laptops and Internet access available to every student in every classroom. Annually, with the exception of one school year, the district has applied for Universal Service Funds (USF) that helps offset some of the cost of telecommunications and operating expenses. North Star Academy plans on continuing to

apply for USF, including internal connections (depending on the free and reduced percentage).

Special needs students have access to all the technology available to the general population. In addition the district works with and takes advantage of the services offered by the Assistive Technology Agency. However, this valuable resource has been used rarely. NSA's special education coordinator needs to develop a closer, more beneficial relationship with this resource.

Over the years, NSA has added a significant amount of laptops and other technologies. This has put a tremendous amount of stress on the District's network and network support. Three, problems currently facing the District are the aging network/laptops, technology support and the implementation of an inventory management system. The administration and Board of Directors are committed to providing the best possible access to technology and technology resources as is financially possible. It will do this by requiring an annual evaluation and updates to this technology plan.

### **Funding and Budget – Budget and Timetable – Section Thirteen**

<b>Technology Budget</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>
<b>Contracted Service</b> MARESA IT Support	1800	1800	2000
<b>Licenses / Permits</b> United Streaming Sonic Wall Subscription Anti-Virus Subscription Ghost Licenses MIVHS	4700	5000	5400
<b>Equipment</b> Various Hardware Items Replacement Printers Laptops	7500	7500	7500
<b>Telecommunications</b> Internet Access Phone Service	7200	7500	7500
<b>Supplies</b> Toner Cartridges Ink Cartridges	700	700	800
<b>Software</b> New Software	2500	1500	1500

Upgrades

<b>Repairs</b>	1500	1500	1500
<b>Laptops</b>			

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<b>Total</b>	16,400	18,200	18,600
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**Funding and Budget – Coordination and Resources – Section Fourteen**

In the past, North Star Academy has depended on many financial resources to accomplish its technology goals. These resources have been:

- Technology funds
- Curriculum funds
- Staff Development funds
- Building funds
- Universal Service Funds – E – Rate
- Technology grants
- Curriculum grants
- Donations

The district will continue to investigate grants and other programs that are available.

**Monitoring and Evaluation – Section Fifteen**

**Evaluation Description**

The technology director in conjunction with the CEO will be responsible for monitoring and evaluating this technology plan. Data will be collected from teachers, students, parents, support staff and applications, throughout the school year. The technology director will provide a report to the CEO to be shared with the Board of Directors, at the end of each school year. The Michigan Educational Technology Plan Approval Checklist is the primary rubric that will be used to evaluate the district’s technology. Each year the CEO, technology director and board of directors will review the progress of the district’s technology and develop a plan for addressing unmet goals and objectives as well as revising the plan as needed.

**Acceptable Use Policy – Section Sixteen**

**North Star Academy District Acceptable Use Policy –**

To access e-mail and / or Internet at school, students under the age of eighteen must obtain parent permission and must sign and return this form. Students eighteen (18) and over may sign their own forms.

Use of the Internet is a privilege, not a right. The Board's Internet connection is provided for education purposes only. Unauthorized and inappropriate use will result in a cancellation for this privilege.

The Board has implemented technology protection measures which block / filter Internet access to visual displays that are obscene, child pornography, or harmful to minors (in compliance with CIPA). The board also monitors online activity of students in an effort to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and / or harmful to minors. Nevertheless, parents / guardians are advised that determined users may be able to gain access to information, communication, and/or services on the Internet with which the Board of Directors has not authorized for educational purposes and /or which they and / or their parents / guardians may find inappropriate, offensive, objectionable, or controversial. Parents / Guardians assume this risk by consenting to allow their students to participate in the use of the Internet. Student's accessing the Internet through the school's computers assume personal responsibility and liability, both civil and criminal, for unauthorized or inappropriate use of the Internet.

The Board has the right to monitor, review, and inspect directories, files and / or messages residing on or sent using the Board's computers / networks. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.

### **North Star Academy District Computer and Technology Network Policy**

Because any student may enhance his/her school career through participation in the school's computer network, s/he and his/her parents must sign an agreement which defines the conditions under which the student may participate. Failure to abide by all of the terms of the agreement will lead to termination of the student's computer activities and possible disciplinary action up to and including suspension from school or referral to law enforcement authorities. It is difficult to pass course work at NSA without computer use.

The use of the network is a privilege which may be revoked by the district at any time and for any reason. Appropriate reasons for revoking privileges include, but are not limited to, the altering of system software or the placing of unauthorized information, computer viruses or harmful programs on or through the computer system in either public or private files or messages. The district reserves the right to remove files, limit or deny access, and refer the student for other disciplinary actions.

#### Use of the Internet – Terms and Conditions

Acceptable Uses – The use of the Internet must be in support of education and research, and in accordance with the educational objectives of the NSA.

Unacceptable Uses – Includes, but is not limited to, the following:

- Users should not lend their Internet account and/or password to other users, or use another's account.

- Use for commercial purposes or political lobbying is prohibited
- Users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users; or misrepresent other users on the network; nor should they upload, create, or introduce a virus.
- Transmission or reception of any material in violation of any U.S. or state regulation is sexist, pornographic, and obscene material; or information protected by trade secret.
- Abusive or otherwise objectionable language is forbidden.
- No use of the network shall server to disrupt the use of the network by others: hardware or software shall not be destroyed, modified, or abused in any way.

Students must have an Acceptable Use Policy (AUP) signed by parents on file at NSA in order to use the Internet. If you want your student to have this opportunity, please sign the form, have your son/daughter sign it, and return it. He/She will then be given permission to use the Internet at NSA.

Netiquette – Users are expected to abide by the generally accepted rules of etiquette. These include, but are not limited to, the following:

- Assume that E-mail is NOT secure or confidential. Never send anything that you would hesitate to have viewed by others.
- Use upper and lowercase letters (all caps is considered the equivalent of shouting) and be mindful of spelling.
- Keep paragraphs and messages short and to the point.
- Check E-mail regularly and delete unwanted messages as quickly as possible.
- Respect other people's privacy regarding mail or files.
- Log off quickly during peak hours.
- Only use your school address, phone number or E-mail in any communication.
- Avoid use of sarcasm in electronic communication.
- *The use of the Internet is a privilege, not a right*, and inappropriate use will result in a cancellation of these privileges. The system administrators will deem what is inappropriate and their decision is final. The administration and staff on NSA may request the system administrator to deny, revoke, or suspend specific user privileges. In addition, NSA will not be responsible for any damages you suffer. This includes loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruption caused by its own negligence or your errors or omissions. NSA denies any responsibility for the accuracy or quality of information obtained through the Internet.

Internet Use Agreement (Must be completed and signed on file)

I understand and will abide by the above NSA Internet Acceptable Use Policy. I further understand that if I commit any violation of these regulations, my access privileges may be revoked, school disciplinary action may be taken, and/or possible restitution be required. I hereby release NSA from any liability arising from my use of the network and/or telecommunications.

User – Print Name \_\_\_\_\_

User I.D.# \_\_\_\_\_ Grade \_\_\_\_\_

As a parent or guardian of this student, I give permission for his/her use of the Internet in accordance with this policy.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Phone Number \_\_\_\_\_

When this form is completed and turned in, permission will be given to use the Internet. Use of Technology will be limited until this time.

#### District Web Pages (Policy #7540.02)

The Board of Directors authorizes the creation of web sites by employees and students of the School District to be published on the World Wide Web. The creation of web sites by students must be done under the supervision of a professional staff member. These web sites must reflect the professional image of the District, its employees, and students. The content of all pages must be consistent with the School District's Mission Statement. The purpose of the web site is to educate, inform, and communicate. The following criteria should be used to guide the development of such web sites:

Educate - Content provided in the web site should be useable by students and teachers to support the curriculum and School District Objectives as listed in the District's Strategic Plan.

Inform – Content may inform the community about the school, teachers, students, or departments, including information about curriculum, events, class projects, student activities, and departmental policies.

Communicate – Content may provide an avenue to communicate with the community.

- The information contained on the web site should reflect and support the District's Mission Statement, Educational Philosophy, and the School Improvement Process.
- When the content includes a photograph or information relating to the student, the District will abide by the provisions of Policy 8330-Student Records. All links included on the pages must also meet the above criteria.
- Under no circumstances is a web site to be used for commercial purposes or to provide financial gains for any individual.
- Pages should reflect an understanding that both internal and external audiences will be viewing the information. School web sites must be located on District-affiliated servers
- The CEO shall prepare administrative guidelines defining the standards permissible for web-site use.

#### **Internet, Online Course Work**

NSA has purchased access to courses or 'seats' offered in the MI Virtual High School (MIVHS) and other on-line course services. **Because the 'seats' are costly, we must insure that they are used by students who are motivated and can earn the credit on**

**line.** Students will access courses through NSA’s membership in the Michigan Virtual High School. Students may also access coursework offered by trained NSA staff. In either case, students may choose from a multitude of core and non core content credit courses. A student may take up to 2 courses per trimester (12 weeks) and this avenue can provide new options under the right circumstances. *Offering a wide variety of coursework in a small high school is critical – students must be:*

1. Self-motivated and self-disciplined.
2. Committed to the course. Online courses are just as rigorous and as time-consuming as face-to-face courses.
3. Active communicators. Expect to log on daily for updates, messages and communication among participants.
4. Honest about their work style. If the student is a procrastinator, these courses are not for him/her.
5. Diligent about creating a private space where they can work for at least 30 minutes at a time.
6. Online at a computer for extended amounts of time. If Internet access is not available at home, this means going to a place where it is – a library, a coffee house, etc.
7. Vocal and take responsibility for their learning. They need to speak up immediately when having technical difficulties or problems.
8. Thoughtful. Practicing good “netiquette” often requires thinking before hitting “send”.
9. Active class participants. Engaging in classroom discussions involves extensive typing.
10. Able to read and follow written directions. At this time, reading is a critical skill in online learning.

**ADDITIONALLY**

- Students must abide by all MIVHS and NSA technology policies, failure to do so will result in immediately dismissal from the program.
- Students must have access to the Internet either at home or be willing to go to a place where they can sign on daily.
- Students must follow the MIVHS course calendar
- Once enrolled students have a two-week window to drop an on-line course, without penalty.
- Students who voluntarily/involuntarily are removed from North Star Academy will immediately be dismissed from the program and not earn credit.
- Student work will be graded by MIVHS and a final grade will be issued by NSA, using the following scale:

100-92%	= A	77-72%	= C
91-90%	= A-	71-70%	= C-
89-88%	= B+	69-68%	= D+
87-82%	= B	67-62%	= D
81-80%	= B-	61-60%	= D-
79-78%	= C+	Below 60%	= No Credit

- Students must contact the on-site mentor regarding any technical or content questions. The on-site mentor will monitor student's on-line progress and log on attendance.
- Every student will be assigned an NSA Mentor and classroom teacher to assist in on line learning.