

Technology Plan Submission Form School Years 2012-2015

District Name	BLEVINS SCHOOL DISTRICT
County	Hempstead
Education Cooperative	Southwest
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Contact Title	Superintendent
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District Home Page (URL):	www.blevinshornets.weebly.com
Include URL of technology plan if posted to district website:	http://blevinshornets.weebly.com/2011-2012-district-information.html

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Current District Demographics

District Profile	
DISTRICT NAME:	BLEVINS SCHOOL DISTRICT
District Local Education Agency (LEA) Number:	2901000
Number of Schools in the LEA :	2
Total Number of Teachers for the District:	50
Total Number of Students Enrolled in the District:	631
District Billed Entity Number:	139419
FCC Registration Number (FCC-RN):	11802253
District National Center for Education Statistics (NCES) Number:	503300
Percentage of Students Eligible for Free/Reduced Lunch:	81
E-Rate District Discount Level:	90
Internet Connected Student/Computer Ratio for District:	2:1
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.	424.00	434.00	454.00
Projected number of computers & other devices for each year of this technology plan	434.00	454.00	474.00
Direct connections to the Internet number of drops.	65.00	65.00	65.00
Number of classrooms with Internet access.	48.00	48.00	48.00
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#
BLEVINS ELEMENTARY SCHOOL	2901001	82201	89	82201
BLEVINS HIGH SCHOOL	2901002	82202	90	82202

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
Billy Lee	Superintendent	Administration
Jeffery Steed	Blevins High School Principal	Administration
Pat Loe	Blevins Elementary Principal	Administration
Steve Kelley	District Technology Coordinator	Educator
Whitney Ivy	Librarian/High School Teacher	Educator
Heather Hudman	Special Education Teacher	Educator
Sharon Ricks		Parent

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

The Committee met upon occasion to determine processes, to delineate responsibilities, to review previous plans, to research pertinent technology plan information from other similar districts, and to assimilate the district plan. Information for the plan was derived from the Southwest Educational Cooperative, the persons on the committee and from references obtained from similar school districts that made their plans available to the committee. The committee was designed so as to access as many teachers, students, parents and the community as possible. The committee will meet at least twice per year following the implementation of the plan for maintenance purposes. The plan will be communicated to the staff members by posting the plan on the districts website and email them of the location. The plan will be communicated to the school board by a special presentation for adoption. The plan will be available at all administrative offices for examination by the general public. As stated previously, the plan will also be posted on the district website.

Vision and Mission Statements

Vision Statement

Students in the Blevins School District will have opportunities to achieve their learning potential, and they, their teachers, their parents, and their peers will recognize their achievements. Blevins Schools anticipates that students abilities in technology will play an important role in their success in all job markets. Our community will need to adapt to modern technological advances tocontinueto provide jobs for its school graduates. Classrooms for the Blevins Schools will initially be a partnership in curriculum between textbooks and technology. This partnership will evolve into technology as the primary source of curriculum with each student having access to a classroom computer or iPad connected remotely or by wire to the Internet and/or with the text on software. Classroom teachers will become more of a facilitator than a lecturer during instruction. Students will be achieving on a level as outlined by Arkansas state and U.S. federal No Child Left Behind requirements. The community will be involved by assessing schoolaccountabilityrecords mailed home as well as available on the school website and responding to the administration and school board with their concerns, visiting with teachers and administrators during called community meetings, and being called upon, if necessary, to approve local taxation for budgeting technology needs. Learners will be able to successfully use technology as a first use resource. Teachers will be able to integrate technology as a primary method in teaching the learners.

Mission Statement

To integrate appropriate technology applications in the Blevins Public School District, in order to enhance opportunities for student learning and achievement and in order to prepare students for an ever changing world.

Current Technology Assessment

A. Technology Integration with Curriculum and Instruction

The Blevins Public Schools presently has three computer labs accessible to elementary and high school students. The district also has one vocational business lab that provides high school students access and training on various software programs. The elementary computers have software programs that target fundamental reading, writing, and mathematics skills development as well as access to the Internet for class and individual projects. The computers also have software to determine the progress each student makes on reading available library books through Accelerated Reader. In addition we have a program to determine progress in math called Reflex Math. Both the elementary and high school labs have JEDI software, which tutors and measures students on several levels of literacy and mathematics. The high school lab is used to deliver Spanish curriculum through the Virtual High School program. The district has 38 "SMART Boards" that are used primarily for classroom teacher presentations. The district has a portable iPad lab that includes 30 iPads. The iPads allow students to access the internet and various education applications. In addition each elementary teacher and the special education teachers have iPads which when used in conjunction with their SMART Boards can facilitate whole group instruction. The district also has 30 iPods that are being used in conjunction with purchased audio books to target students with low reading scores. Given that the district is small in population and rural in setting, the use of a Distance Learning Lab has delivered concurrent college curriculum to the campuses as well as higher level courses offered by the state and colleges/universities. The Blevins High School has received an EAST (Environmental and Spacial Technology) lab, which provides excellent technology in terms of hardware and software and the hands-on training of approximately 40 students in the program. The EAST students develop a project that is presented at the state EAST Convention. This project is community focused and developed with the input of several community patrons. It is noted that the availability of more students computers and handheld devices, such as iPads, would improve these noted programs.

B. Professional Development

The district assesses the need of teachers by addressing this area on each teacher 's professional development plan as well as requiring all staff members to respond to an online survey available for measuring where the staff is currently and where the staff needs to proceed regarding technology. Each year the Southwest Educational Cooperative provides several opportunities for staff development for teachers, instructional aides, administrators and other staff members. All staff members have a registration process to attend these various training opportunities funded by the district. These opportunities are directed by the staff members' professional development plans as well as state laws regarding staff development and technology both in number of hours and areas of focus. The district invites specific technology trainers to provide needs that are broad in nature and address several staff members' needs such as video streaming, accessible through the Arkansas Educational Television Network, training for the use of the Smart Boards available for classroom instruction, training for the use of iPads for classroom instruction, training for the use of a range of handheld calculators, and training for receiving and transmitting distance learning instruction. A limited number of teachers attend the annual Hot Springs School District Technology Institute for advanced training. All teachers are trained to use Pentamation's Grade Book for the purpose of parent notice of student performance and connection to the state's APSCAN records. Professional development will be evaluated on an ongoing basis and once a year to modify the plan to meet the needs of the staff. A list of staff and training hours related to technology will be maintained by each building. The staff will be surveyed annually to track progress in the development of skills and the use of new technologies. Technical request for services will be monitored to make sure that needs are met adequately.

C. Equitable Use of Technology

Computer labs are available at both the Blevins Schools along with one portable iPad lab. The vocational lab is used for dual purposes and allows computer time for students throughout the full day. There are several stand alone computers accessible to the students throughout the schools available in both classrooms and libraries. Handicapped students who have limited mobility are assisted with instructional aides and have, upon need noted in their individual education plans, been provided special equipment and/or personal computers for various classroom needs. Funds for special needs are funded by local and federal sources. All technology staff are supportive of any and all specialassistedand accessible technologies and are trained upon any known, perceived, or anticipated needs.

Blevins Schools presently have three computer labs that each has twenty-five workstations and one teacher station. Each station is Internet connected and has access to curriculum software in a variety of areas. Each of the forty-five teachers has an Internet connected computer at his/her desk. Each lab and personal computer has access to a connected printer. There are ten Internet connected student use computers in the library media center. Blevins Schools has 38 SMART Boards that are used for classroom teaching. All elementary and secondary classrooms have television sets connected to the local television cable. Math and science teachers and students have access to personal calculators including simple arithmetic and graphic calculators. Blevins School has a laptop word processor for students who have writing skills that are handicapped as well as two computers on rolling carts that students use for similar purposes. There are several seventeen-inch monitors that assist the students who are vision impaired. Each computer lab has a handicap accessible computer table.

D. Current Technology Inventory (2012-2015)

Technology is inventoried by the Technology Coordinator who keeps a spreadsheet for the district. The spreadsheet lists the type of computer, operating system, and memory.

We have 240 PCs, 16 Apple Computers, 80 iPads, 30 iPods, 18 media converters, 40 switches for a total of 424 computer devices.

We have 1 Windows 2003 server and 1 Windows 2008 server.

We have 8 network printers and 58 USB printers and 2 plotters.

There are 65 rooms wired with Cat-5 wire with internet access. The district also has wireless access.

There are 2 T1 lines, 11 phone lines, 22 phones, and 3 fax machines.

There is 1 network system running Windows 2008 R2.

There are 2 satellite systems with 4 rooms with TVs connected to the systems. There are 25 TVs with VCRs.

Software products include JEDI, Accelerated Reader, Star Reader, Reflex Math, Microsoft Office, and Microtype Pro.

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
Server	Various	Windows 2008 R2	-	-	Technology Building	Technology Building	-	1	
Server	Various	Windows 2003	-	-	High School	High School	-	1	
Computer	Various	Apple MacBook	-	-	High School	High School	-	12	
Computer	Various	Apple iMac	-	-	High School	High School	-	3	
iPod	Various	Apple iPod Touch 4th Gen	-	-	Elementary School	Elementary School	-	10	
iPod	Various	Apple iPod Touch 3rd Gen	-	-	Elementary School	Elementary School	-	20	
iPad	Various	Apple iPad 2	-	-	Elementary School	Elementary School	-	41	
iPad	Various	Apple iPad 1	-	-	Elementary School	Elementary School	-	39	
Computer	Various	Lenovo 8932DZU	-	-	High School	High School	-	1	
Computer	Various	Acer AcerPower FE	-	-	Elementary School	Elementary School	-	5	
Computer	Various	Acer AcerPower FH	-	-	High School	High School	-	3	
Computer	Various	Acer AcerPower S220	-	-	Elementary School	Elementary School	-	6	
Computer	Various	Acer AcerPower S285	-	-	High School	High School	-	12	

Computer	Various	Acer Aspire SA85/AP S285	-	-	Elementary School	Elementary School	-	4	
Computer	Various	Intel D945GTP	-	-	High School	High School	-	2	
Computer	Various	HP Compaq 6000 Pro MT PC	-	-	Elementary School	Elementary School	-	1	
Computer	Various	HP Compaq dx2300 Microtower	-	-	Elementary School	Elementary School	-	3	
Computer	Various	HP Pavilion Slimline S3700F	-	-	Elementary School	Elementary School	-	1	
Computer	Various	Dell Inspiron 1150	-	-	High School	High School	-	4	
Computer	Various	Dell Latitude D800	-	-	Elementary School	Elementary School	-	1	
Computer	Various	Dell Optiplex GX280	-	-	High School	High School	-	30	
Computer	Various	Dell Precision WorkStation 360	-	-	High School	High School	-	6	
Computer	Various	Toshiba Satellite Pro S300	-	-	High School	High School	-	6	
Media Converter	Various	Milan 100 FX	-	-	Technology Building	Technology Building	-	9	
Media Converter	Various	Milan 100 FX	-	-	High School	High School	-	6	
Media Converter	Various	Milan 100 FX	-	-	Elementary School	Elementary School	-	3	
Switches	Various	Allied Telesyn 24 Port	-	-	Elementary School	Elementary School	-	20	
Switches	Various	Allied Telesyn 24 Port	-	-	Elementary School	Elementary School	-	20	
Computer	Various	Dell Vostro 3500	-	-	High School	High School	-	18	
Computer	Various	Acer Veriton X270	-	-	High School	High School	-	1	
Computer	Various	Acer Veriton S461	-	-	Elementary School	Elementary School	-	15	
Computer	Various	Acer Veriton S480G	-	-	Elementary School	Elementary School	-	66	
Computer	Various	Acer Veriton M460	-	-	High School	High School	-	56	

Needs Assessment

The type of survey used was an online questionnaire entitled "2011-2012 Professional Development Needs Survey." The total personnel who took the survey was 22. Of this number, 77% were teachers, 13% were instructional facilitators, 5% were counselors, and 5% were technology coordinators.

Some result that should be noted for future staff development reference are as follows:

- 100% were comfortable with Windows.
- 9% were comfortable with Mac OS.
- 45% were comfortable with Windows 7.
- 95% were able to use Microsoft Office.
- 13% were able to use Google Docs.
- 86% were comfortable using an iPad.
- 41% felt they could confidently use presentation software such as PowerPoint, SMART Notebook, or Promethean Flipcharts to create multimedia presentations.
- 18% felt they could confidently create charts and graphs of numerical data using a spreadsheet.
- 91% felt they could confidently search the internet for resources supportive of the learning environment.
- 68% felt they could confidently capture images using a digital camera or scanner and transfer them to a computer.
- 91% felt they could confidently use email and/or other forms of electronic communication to facilitate communication with teachers, administrators, and parents.
- 9% felt they could confidently share documents using Google Apps, Live@EDU, or other collaboration suite.
- 5% felt they could confidently share calendars using Google Apps, Live@EDU, or other collaboration suite.
- 32% felt they could confidently use online tools (text editor, html editor, navigation buttons, etc) to complete a task.
- 23% felt they could confidently teach students or teachers strategies to assess the quality of information they gather via the Web and other technologies.
- 50% felt they could confidently feel comfortable in their ability to choose technology resources such as calculators, data collection probes, videos, educational software, the Web to support instruction.
- 23% felt they could confidently plan presentations or workshops that effectively integrate technology resources such as the Web, data collection probes, videos, handheld hardware, and educational software.
- 0% felt they could confidently use wikis and blogs.
- 36% felt they could confidently use social networking sites.

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
Provide adequate phone service for BSD.	Local and long distance service.	July 1, 2012 - June 30, 2015	N/A	12000
Monitoring and Evaluation:				
Patrons will be able to reach BSD staff. Service and equipment will be added as needed. Equipment will work properly with needed repairs made in a timely fashion.				
Provide adequate phone service for BSD.	Provide maintenance for the telecommunications equipment as needed.	July 1, 2012 - June 30, 2015	N/A	0
Monitoring and Evaluation:				
Patrons will be able to reach BSD staff. Service and equipment will be added as needed. Equipment will work properly with needed repairs made in a timely fashion.				
Provide adequate WiFi coverage for the BSD.	Determine equipment needs.	July 1, 2012 - June 30, 2015	N/A	10000
Monitoring and Evaluation:				
Patrons and staff will be able to use wireless devices to access the internet. Service and equipment will be added as needed. Equipment will work properly with needed repairs made in a timely fashion.				
Provide adequate phone service BSD.	Determine equipment needs.	July 1, 2012 - June 30, 2015	N/A	0
Monitoring and Evaluation:				
Patrons will be able to reach BSD staff. Service and equipment will be added as needed. Equipment will work properly with needed repairs made in a timely fashion.				
Analyze the delivery system of technology in the district with the entire administrative staff.	During administrative staff meetings current and future technology projects will be discussed.	July 1, 2012 - June 30, 2015	N/A	0
Monitoring and Evaluation:				
?Access to internet and servers from all locations. Less down time due to hardware problems. Teachers and students have sufficient resources to do what they are trying to do (within reason). Hardware and network problems will be recorded and used for evaluation of network and servers. Administration team will be consulted for existing problems.				
Analyze the delivery system of technology in the district with the entire administrative staff.	Determine changes to the infrastructure and staff needed to facilitate effective delivery of tech to staff and students.	July 1, 2012 - June 30, 2015	N/A	0
Monitoring and Evaluation:				
?Access to internet and servers from all locations. Less down time due to hardware problems. Teachers and students have sufficient resources to do what they are trying to do (within reason). Hardware and network problems will be recorded and used for evaluation of network and servers. Administration team will be consulted for existing problems.				
Provide resources necessary to provide students will classes not available at BSD.	Implement scheduling for students to take courses by way of the distance learning lab.	July 1, 2012 - June 30, 2015	N/A	0
Monitoring and Evaluation:				
Distance learning classes will be scheduled and student records will show success.				
Provide resources necessary to provide students with classes not available at BSD.	Line fees (DIS)	July 1, 2012 - June 30, 2015	N/A	0

Monitoring and Evaluation:				
?Access to internet and servers from all locations. Less down time due to hardware problems. Teachers and students have sufficient resources to do what they are trying to do (within reason). Hardware and network problems will be recorded and used for evaluation of network and servers. Administration team will be consulted for existing problems.				
Provide resources necessary to provide students with classes not available and BSD.	Equipment Maintenance	July 1, 2012 - June 30, 2015	N/A	0
Monitoring and Evaluation:				
Distance learning classes will be scheduled and student records will show success.				
Provide superintendent with full-time communications (cell phone and cell phone based email).	Determine needs	July 1, 2012 - June 30, 2015	N/A	100
Monitoring and Evaluation:				
Superintendent will evaluate their wireless service needs and make sure it is adequate.				
Provide bus drivers and technology staff communications for work purposes only (cell phone).	Determine needs	July 1, 2012 - June 30, 2015	N/A	300
Monitoring and Evaluation:				
The administration will evaluate wireless service needs and make sure it is adequate.				

Policies and Procedures

4.29—COMPUTER USE POLICY

The Blevins School District makes computers and/or computer Internet access available to students, to permit students to perform research and to allow students to learn how to use computer technology. Use of district computers is for educational and/or instructional purposes only. It is the policy of this school district to equip each computer with Internet filtering software designed to prevent users from accessing material that is harmful to minors. No student will be granted Internet access until and unless a computer-use agreement, signed by both the student and the parent or legal guardian (if the student is under the age of eighteen [18]) is on file. The current version of the computer use agreement is incorporated by reference into board policy and is considered part of the student handbook.

Student use of computers shall only be as directed or assigned by staff or teachers; students are advised that they enjoy no expectation of privacy in any aspect of their computer use, including email, and that monitoring of student computer use is continuous. Students must not disable or bypass security procedures, compromise, attempt to compromise, or defeat the district's technology network security or Internet filtering software, alter data without authorization, or disclose passwords to other students. Students who misuse district-owned computers or Internet access in any way, including using computers to violate any other policy or contrary to the computer use agreement, or using the computers to access or create sexually explicit or pornographic text or graphics, will face disciplinary action, as specified in the student handbook and/or computer use agreement.

In an effort to help protect student welfare when they navigate the Internet, the district will work to educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

Legal References:

Children's Internet Protection Act; PL 106-554

20 USC 6777

47 USC 254(h)

A.C.A. § 6-21-107

A.C.A. § 6-21-111

Technology Infrastructure

Technology is inventoried by the Technology Coordinator who keeps a spreadsheet for the district. The spreadsheet includes type of computer, operating system, and memory.

All PCs run Windows XP or Windows 7. All Apple computers run Snow Leopard. All iPods and iPads are run iOS4 or iOS5. Our district network uses Windows Server 2008 R2. Replacement schedule is approximately 20 computers each year.

65 rooms are wired with Cat-5 wire with Internet access. The district also has wireless access.

The district has 2 T1 lines, 11 phone lines, 22 phones, and 3 fax machines.

There are 2 satellite systems with 4 rooms with TVs connected to the systems.

Software products include JEDI, Accelerated Reader, Star Reader, Reflex Math, Microsoft Office, and Microtype Pro.

There is 1 distance learning lab. There are 25 TVs with VCRs.

Buildings are connected by fiber optics. In each building are switches that connect Cat-5 wiring to the rooms.

Our technology platform is 66% PC and 34% Apple.

We run AVG antivirus software and we use the state internet content filter.

We have 1 mobile iPad lab. Students use iPads for research from the internet and utilizing educational apps.

At present the technology coordinator manages the computer and network infrastructure.

Training for staff include the Hot Springs Technology Institute and Educational Coop Workshops.



Technology Plan Evaluation

The Technology Committee will review the activities during regular committee meetings. The administration will monitor the initiative for adjustments. Teachers will be surveyed for an understanding of their perceived abilities before and after training. The classroom teachers will monitor students as to whether mastery of the technology skills has been accomplished. Post in-service training evaluations will be taken for cooperative training sessions. Principals will collect data as to the frequency of technology used in the classrooms by the teachers. Teachers will keep data regarding the frequency of use by students.

Estimated District Technology Plan Budget

2012-2013

Item	Quantity	Local	State	Federal	Sub Total
Item 1: Network Servers					
Switches/Hubs/Routers/DSU's	5	\$60.00	\$0.00	\$0.00	\$300.00
Network Cables	1	\$500.00	\$0.00	\$0.00	\$500.00
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	2	\$600.00	\$0.00	\$0.00	\$1200.00
Fiber	0	\$0.00	\$0.00	\$0.00	\$0.00
Wireless Access Points	12	\$125.00	\$0.00	\$0.00	\$1500.00
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	0	\$0.00	\$0.00	\$0.00	\$0.00
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	20				\$3,500.00
Item 2: Network Security					
Electronics Rack	0	\$0.00	\$0.00	\$0.00	\$0.00
UPS	0	\$0.00	\$0.00	\$0.00	\$0.00
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	0				\$0.00
Item 3: Computer Hardware/Software					
Computers (total number of computers connected to Internet for the District)	30	\$0.00	\$1000.00	\$0.00	\$30000.00
Laptops	10	\$500.00	\$500.00	\$0.00	\$10000.00
Hand Held	0	\$0.00	\$0.00	\$0.00	\$0.00
Printers	12	\$100.00	\$0.00	\$0.00	\$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	2	\$200.00	\$0.00	\$0.00	\$400.00
Educational Software (both instructional and non-instructional; i.e. Accelerated Reader/Math)	1	\$15000.00	\$15000.00	\$0.00	\$30000.00
Wireless Access Card Services	2	\$500.00	\$500.00	\$0.00	\$2000.00
Maintenance & Upgrades	10	\$500.00	\$0.00	\$0.00	\$5000.00
Visual Presenters (i.e document camera)	0	\$0.00	\$0.00	\$0.00	\$0.00
LCD Projectors	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	10	\$500.00	\$0.00	\$0.00	\$5000.00
SubTotal	77				\$83,600.00
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	0	\$0.00	\$0.00	\$0.00	\$0.00

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	0	\$0.00	\$0.00	\$0.00	\$0.00
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	0				\$0.00
Item 5: Professional Development					
Training (online professional development courses i.e. IDEALS site)	2	\$0.00	\$2500.00	\$0.00	\$5000.00
Staff Support (including materials, stipends, substitute, pay, mileage, conference expenses, salary and fringe benefits of professional development coordinator)	100	\$100.00	\$100.00	\$0.00	\$20000.00
Professional Development Contracts	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	102				\$25,000.00
Item 6: Services					
Tech Services	1	\$2000.00	\$4000.00	\$0.00	\$6000.00
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	30	\$50.00	\$0.00	\$0.00	\$1500.00
Software Vendor Tech Support	2	\$1500.00	\$0.00	\$0.00	\$3000.00
Printers, Copies, Fax	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	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
-	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	0				\$0.00
Grand Total	256				\$147,600.00

Estimated District Technology Plan Budget

2013-2014

Item	Quantity	Local	State	Federal	Sub Total
Item 1: Network Servers					
Switches/Hubs/Routers/DSU's	5	\$60.00	\$0.00	\$0.00	\$300.00
Network Cables	20	\$25.00	\$0.00	\$0.00	\$500.00
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	2	\$600.00	\$0.00	\$0.00	\$1200.00
Fiber	0	\$0.00	\$0.00	\$0.00	\$0.00
Wireless Access Points	10	\$140.00	\$0.00	\$0.00	\$1400.00
Network Maintenance	6	\$1000.00	\$0.00	\$0.00	\$6000.00
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	0	\$0.00	\$0.00	\$0.00	\$0.00
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	43				\$9,400.00
Item 2: Network Security					
Electronics Rack	0	\$0.00	\$0.00	\$0.00	\$0.00
UPS	0	\$0.00	\$0.00	\$0.00	\$0.00
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	2	\$750.00	\$0.00	\$0.00	\$1500.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	2				\$1,500.00
Item 3: Computer Hardware/Software					
Computers (total number of computers connected to Internet for the District)	30	\$1000.00	\$0.00	\$0.00	\$30000.00
Laptops	5	\$1000.00	\$0.00	\$0.00	\$5000.00
Hand Held	0	\$0.00	\$0.00	\$0.00	\$0.00
Printers	10	\$100.00	\$0.00	\$0.00	\$1000.00
Digital Camera	0	\$0.00	\$0.00	\$0.00	\$0.00
Interactive WhiteBoards	2	\$1500.00	\$0.00	\$0.00	\$3000.00
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)	0	\$0.00	\$0.00	\$0.00	\$0.00
Wireless Access Card Services	2	\$500.00	\$0.00	\$0.00	\$1000.00
Maintenance & Upgrades	12	\$500.00	\$0.00	\$0.00	\$6000.00
Visual Presenters (i.e document camera)	0	\$0.00	\$0.00	\$0.00	\$0.00
LCD Projectors	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	61				\$46,000.00
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)	2	\$1750.00	\$0.00	\$0.00	\$3500.00
Cellular Services	10	\$500.00	\$0.00	\$0.00	\$5000.00

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	0	\$0.00	\$0.00	\$0.00	\$0.00
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	12				\$8,500.00
Item 5: Professional Development					
Training (online professional development courses i.e. IDEALS site)	2	\$0.00	\$10000.00	\$0.00	\$20000.00
Staff Support (including materials, stipends, substitute, pay, mileage, conference expenses, salary and fringe benefits of professional development coordinator)	100	\$100.00	\$100.00	\$0.00	\$20000.00
Professional Development Contracts	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	102				\$40,000.00
Item 6: Services					
Tech Services	1	\$2000.00	\$4000.00	\$0.00	\$6000.00
Retrofitting (i.e....electrical expansion, electrical repairs, electrical outlets, breaker box, transformers)	5	\$1000.00	\$0.00	\$0.00	\$5000.00
ISP Services	0	\$0.00	\$0.00	\$0.00	\$0.00
Computer Vendor Tech Support	30	\$50.00	\$0.00	\$0.00	\$1500.00
Software Vendor Tech Support	100	\$100.00	\$0.00	\$0.00	\$10000.00
Printers, Copies, Fax	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00

SubTotal	136				\$22,500.00
Item 7: Technical Support					
Staffing (including salaries and fringe benefits of technology coordinator, technician, etc..)	2	\$7500.00	\$5000.00	\$0.00	\$25000.00
Contractual (including contracts to provide technical services not available within the district)	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	2				\$25,000.00
Item 8: Basic Maintenance					
LAN	0	\$0.00	\$0.00	\$0.00	\$0.00
WAN	0	\$0.00	\$0.00	\$0.00	\$0.00
File Servers	0	\$0.00	\$0.00	\$0.00	\$0.00
PC & Other workstations	0	\$0.00	\$0.00	\$0.00	\$0.00
Distance Learning (CODEC)	0	\$0.00	\$0.00	\$0.00	\$0.00
Phone Systems	0	\$0.00	\$0.00	\$0.00	\$0.00
Installation/Shipping (for E-Rate eligible for equipment)	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	0				\$0.00
Item 9: Supplies, Materials and Other Expenditure					
-	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
-	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
-	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
-	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	0				\$0.00
Grand Total	358				\$152,900.00

Estimated District Technology Plan Budget

2014-2015

Item	Quantity	Local	State	Federal	Sub Total
Item 1: Network Servers					
Switches/Hubs/Routers/DSU's	5	\$100.00	\$0.00	\$0.00	\$500.00
Network Cables	20	\$25.00	\$0.00	\$0.00	\$500.00
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	2	\$750.00	\$0.00	\$0.00	\$1500.00
Fiber	0	\$0.00	\$0.00	\$0.00	\$0.00
Wireless Access Points	10	\$150.00	\$0.00	\$0.00	\$1500.00
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	0	\$0.00	\$0.00	\$0.00	\$0.00
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	37				\$4,000.00
Item 2: Network Security					
Electronics Rack	0	\$0.00	\$0.00	\$0.00	\$0.00
UPS	0	\$0.00	\$0.00	\$0.00	\$0.00
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	0				\$0.00
Item 3: Computer Hardware/Software					
Computers (total number of computers connected to Internet for the District)	30	\$500.00	\$0.00	\$500.00	\$30000.00
Laptops	5	\$1000.00	\$0.00	\$0.00	\$5000.00
Hand Held	0	\$0.00	\$0.00	\$0.00	\$0.00
Printers	10	\$100.00	\$0.00	\$0.00	\$1000.00
Digital Camera	0	\$0.00	\$0.00	\$0.00	\$0.00
Interactive WhiteBoards	4	\$2000.00	\$0.00	\$0.00	\$8000.00
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)	0	\$0.00	\$0.00	\$0.00	\$0.00
Wireless Access Card Services	2	\$500.00	\$500.00	\$0.00	\$2000.00
Maintenance & Upgrades	20	\$500.00	\$500.00	\$0.00	\$20000.00
Visual Presenters (i.e document camera)	0	\$0.00	\$0.00	\$0.00	\$0.00
LCD Projectors	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	71				\$66,000.00
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	20	\$500.00	\$0.00	\$0.00	\$10000.00

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	0	\$0.00	\$0.00	\$0.00	\$0.00
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	20				\$10,000.00
Item 5: Professional Development					
Training (online professional development courses i.e. IDEALS site)	2	\$0.00	\$5000.00	\$0.00	\$10000.00
Staff Support (including materials, stipends, substitute, pay, mileage, conference expenses, salary and fringe benefits of professional development coordinator)	100	\$0.00	\$100.00	\$0.00	\$10000.00
Professional Development Contracts	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	102				\$20,000.00
Item 6: Services					
Tech Services	1	\$2000.00	\$0.00	\$0.00	\$2000.00
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	20	\$500.00	\$0.00	\$0.00	\$10000.00
Software Vendor Tech Support	3	\$2000.00	\$0.00	\$0.00	\$6000.00
Printers, Copies, Fax	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00

SubTotal	24				\$18,000.00
Item 7: Technical Support					
Staffing (including salaries and fringe benefits of technology coordinator, technician, etc..)	0	\$0.00	\$0.00	\$0.00	\$0.00
Contractual (including contracts to provide technical services not available within the district)	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	0				\$0.00
Item 8: Basic Maintenance					
LAN	0	\$0.00	\$0.00	\$0.00	\$0.00
WAN	0	\$0.00	\$0.00	\$0.00	\$0.00
File Servers	0	\$0.00	\$0.00	\$0.00	\$0.00
PC & Other workstations	0	\$0.00	\$0.00	\$0.00	\$0.00
Distance Learning (CODEC)	2	\$1750.00	\$0.00	\$0.00	\$3500.00
Phone Systems	20	\$50.00	\$0.00	\$150.00	\$4000.00
Installation/Shipping (for E-Rate eligible for equipment)	0	\$0.00	\$0.00	\$0.00	\$0.00
Other	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	22				\$7,500.00
Item 9: Supplies, Materials and Other Expenditure					
-	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
-	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
-	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
-	0	\$0.00	\$0.00	\$0.00	\$0.00
-	0	\$0.00	\$0.00	\$0.00	\$0.00
SubTotal	0				\$0.00
Grand Total	276				\$125,500.00

TECHNOLOGY PLAN

STATEMENT OF ASSURANCES

School District BLEVINS 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

Blevins School District Acceptable Use Policy

Including Internet Safety and CIPA Requirements

Internet access is available to students and teachers in the Blevins School District.

We are very pleased to provide this access to Blevins School District and believe this Internet access offers vast, diverse, and unique resources to students and teachers. Our goal is to promote educational excellence in schools by facilitating resources sharing, innovation, and communication.

The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers, students, and teachers have access to:

1. Email communication with people all over the world.
2. Public domain software and shareware of all types.
3. Discussion groups on an abundance of topics.
4. Access to many university library catalogs and ERIC.

With access to computers and people all over the world also comes availability of material that may not be of educational value in the context of the school setting. Blevins School District has taken precautions to restrict access to controversial materials. However, on a global network it is impossible to control all materials, and an industrious user may discover controversial information. Blevins School District firmly believes that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may obtain information that is not consistent with the educational goals of the District.

Internet access is coordinated through a complex association of government agencies and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. These guidelines are provided here so that you are aware of the responsibilities you are about to acquire.

- The Blevins School District provides all internet access points with a firewall protection provided by the Arkansas Department of Education.
- Online activities are monitored by the program SMART Sync to ensure appropriate online behavior.
- The Blevins School District will provide training for both students and staff on appropriate online behavior, including social networking websites and chat rooms.
- The Blevins School District will educate the students about cyberbullying awareness and the correct response by victims of this crime to ensure safe internet use by all individuals of this school district.

In general this requires efficient, ethical, and legal utilization of the network resources. If a Blevins School District user violates any of these provisions, his or her account may be terminated and future access could be denied.

INTERNET SAFETY

General Warning; Individual Responsibility of Parents and Users.

All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged pupils. Every user must take responsibility for his or her use of the computer network and Internet and stay away from these sites. Parents of minors are the best guides to materials to shun. If a student finds that other users are visiting offensive or harmful sites, he or she should report such use to the person designated by the School.

Personal Safety.

Be safe. In using the computer network and Internet, do not reveal personal information such as your home address or telephone number. Do not use your real last name or any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you "meet" on the computer network or Internet without your parent's permission (if you are under 18). Regardless of your age, you should never agree to meet a person you have only communicated with on the Internet in a secluded place or in a private setting.

"Hacking" and other Illegal Activities.

It is a violation of this Policy to use the School's computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.

Confidentiality of Student Information.

Personally identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or, if the student is 18 or over, the permission of the student himself/herself. Users should never give out private or confidential information about themselves or others on the Internet, particularly credit card numbers and Social Security numbers. A supervising teacher or administrator may authorize the release of directory information, as defined by law, for internal administrative purposes or approved educational projects and activities.

Active Restriction Measures.

The School, either by itself or in combination with the DIS providing Internet access, will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors. The School will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other material that is inappropriate for minors. The term "harmful to minors" is defined by the Communications Act of 1934 (47 USC Section 254 [h][7]), as meaning any picture, image, graphic image file, or other visual depiction that:

1. taken as a whole and with respect to minors, appeals to an interest in nudity, sex, or excretion
2. depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals
3. taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Children's Internet Protection Act (CIPA)

It is the policy of Blevins School District to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)] to the best of our organization's ability.

Definitions

Key terms are as defined in the Children's Internet Protection Act.

Access to Inappropriate Material

To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information. Filters in place currently include M86 Filtering Software as provided by the State of Arkansas APSCN Network.

Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the Blevins School District online computer network when using electronic mail and other forms of direct electronic communications. Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Supervision and Monitoring

It shall be the responsibility of all members of the Blevins School District staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and the Children's Internet Protection Act.

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Technology Coordinator or designated representatives.



CIPA definitions of terms:

- **TECHNOLOGY PROTECTION MEASURE.** The term “technology protection measure” means a specific technology that blocks or filters Internet access to visual depictions that are:
- **OBSCENE**, as that term is defined in section 1460 of title 18, United States Code;
- **CHILD PORNOGRAPHY**, as that term is defined in section 2256 of title 18, United States Code; or Harmful to minors.
- **HARMFUL TO MINORS.** The term “harmful to minors” means any picture, image, graphic image file, or other visual depiction that:
 1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
 2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
 3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
- **SEXUAL ACT; SEXUAL CONTACT.** The terms “sexual act” and “sexual contact” have the meanings given such terms in section 2246 of title 18, United States Code.

Program Years 2012,2013,2014

Department of Information Systems

E-Rate Letter of Agency

The Participant, (Cooperative/District/School/Library Name) BLEVINS 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

- 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.
- 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
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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-PERM, 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)

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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.