

<This page will become the cover page for your technology plan and MUST be submitted with your plan>
Cover Page

Technology Plan Submission Form School Years 2009-2012

District Name	Osceola Communication, Arts and Business School (OCABS)
County	Mississippi
Education Cooperative	Crowley's Ridge Cooperative Service
Contact Person	Beau Butler
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District Home Page (URL):	www.osceolacommunityschool.com
<i>Include URL of technology plan if posted to district website:</i>	None

(REVIEW TEAM WILL COMPLETE THE FOLLOWING INFORMATION)

DATE RECEIVED:		
REVIEWER:	Approval Status:	DATE:
DISTRICT APPROVAL LETTER SENT:		DATE:
DISTRICT REVISED LETTER SENT:		DATE:

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Current District Demographics

District Profile	
DISTRICT NAME: Osceola Communication, Arts and Business School	
District Local Education Agency (LEA) Number:	4740700
Number of Schools in the LEA :	1
Total Number of Teachers for the District:	15
Total Number of Students Enrolled in the District:	25
District Billed Entity Number:	16045251
District Federal Registration Number (FRN):	1762176
District National Center for Education Statistics (NCES) Number:	N/A
Percentage of Students Eligible for Free/Reduced Lunch:	56%
E-Rate District Discount Level:	80%
Internet Connected Student/Computer Ratio for District:	1:5
Based on Census Tract information is your district considered Rural or Urban:	rural

	(Year 1) 2009-2010	(Year 2) 2010-2011	(Year 3) 2011-2012
Number of computers & other devices with Internet access <u>before</u> application.	10	10	10
Number of computers & other devices with Internet access <u>after</u> application.	15	30	60
Direct connections to the Internet number of drops.	2	4	10
Number of classrooms with Internet access.	2	4	8
Direct broadband services between 10 Mbps and 200 Mbps.	1	2	4

List additional schools on separate paper.

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
Kevin Barron	County Librarian, Technology Assistant	Community
Sally Wilson	Director	Administration
Janice Ingram	member	Student & board
Rebekah Long	member	Board
Beau Butler	Office Staff	Administration/ Technology Coordinator
John Horton	Computer Repair Shop Owner, Technology Expert	Community
Phillip Adcock	City Employee	Parent

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

Narrative: The Technology Committee is comprised of parents, educators, students, community members, and staff.

1. Planning Process and Input –On August 11, 2008, committee member met, completed a survey, and decided on a plan of action the following week, after the results of the survey were tallied and distributed to the members.
2. Communication of Plan - A public meeting was held on August 27, 2007 to present the initial plan and seek input.
3. Plan Maintenance – The technology committee will meet quarterly during the school year to evaluate the success of the plan based upon the plan’s goals and objectives, reassess the needs, examine the budget, and recommend needed modifications.

This Technology Plan is a product of brainstorming sessions and slowly transformed into a timeline which was further molded into this format. This plan is a guideline to follow during the upcoming years. Technology moves at such a fast pace. As a brand new charter school, this plan is a working document. During the school year, parents and staff will be invited to participate in the Committee’s efforts.

Vision and Mission Statements

Vision Statement

Vision Statement

The limit of learning/intellect for students in the future is limited only by their access (or lack of access) to knowledge. OCABS wishes to provide access of knowledge and information to all our students. To that extent, OCABS wishes to maximize access of information for our students through ease of technology.

Our school, in an effort to provide the best possible resources for advancement and enhancement of our students, believes increasing technological resources will provide students the optimum environment for learning. Our vision is to use all available resources to facilitate every possible learning resource for our facility, students and patrons. We accept the challenge for the need to advanced technology. With the assistance and cooperation of our local patrons and community, we believe we will accomplish this goal to be flexible and to maintain proper guidance for the students and teachers, as well as to serve the community to our fullest capability.

Mission Statement

The mission of OCABS is to maintain an educational setting that is conducive for all students to learn at their highest capability. It is our desire to remain flexible and to maintain proper guidance for the students and teachers, as well as to serve the community to our fullest capability.

OCABS has designed a set of goals that should enhance every student's desired level of education. We wish to serve students so that they are prepared for college, for work, for civic responsibilities, and for becoming well-adjusted human beings through the development of the individual; physically, intellectually, ethically, and morally.

It is the belief of OCABS that we should endeavor to create and maintain a facility that allows all students to reach their maximum potential, regardless of socioeconomic or cultural status. We believe is the responsibility of our school to maintain an open ad productive relationship with community and business leaders so that the maximum potential of available resources can be used to benefit our students.

The OCABS Board believes our school should accept the responsibility of providing the basic skills and knowledge to every student to receive the fullest education possible. We will seek to increase specialized education based on the evidence of capabilities and interests of the students, while providing a balanced general education.

Current Technology Assessment

1. Technology Integration with Curriculum and Instruction

1. Strengths and areas for improvements

OCABS opened on Monday, August 25 2008. The OCABS Board anticipates one of its major strengths as the trust and freedom placed on its classroom teachers. There will be appropriate accountability measures in place to ensure that the optimum learning experiences will occur, but there will be a great deal of academic freedom given to the teacher. The process used to determine this is evaluation by observation and interview.

2. Technology Integration

OCABS's computer lab, equipped with 8 laptop computers, each have the Extralearning Online supplemental educational software installed, along with subscriptions for over 20 students whoneed additional help in targeted areas. In the future, our procedures for teachers integrating technology into the classrooms will be through more PowerPoint instruction, along with the use of smartboards to aid in the instructional aspects of classroom instruction. Along with the Extralearning Online program for both during school hours and after hours, we have instructors in place training the students on using the technology.

Also, we utilize Arkansas Virtual High School for a number of courses, and have onsite educators guiding them through the problem areas of the online instruction.

3. Student technology use

- a) State-of-the-art computers and software
- b) Graphing calculators
- c) State of the art vocational equipment
- d) Microsoft office training
- e) Accelerated Reader
- f) Reading and math software
- g) Distance learning courses

4. Future Plans for Technology Use

- a) Upgrade computers to maintain state-of-the-art
- b) Build state-of-the-art labs
- c) Update labs when needed
- d) Update connections to maintain state-of-the-art technology
- e) Purchase *smartboards* for all classrooms

1. Professional Development

OCABS will provide professional development for our teachers, administrators, and staff through attending the various workshops, seminars, and labs associated with the Department of Education's Research and Technology program, along with working closely with our local technology representative at the Crowley's Ridge Educational Cooperative Center in Harrisburg, Arkansas, and DIS. All staff will be required to have 6 hours of training on our technology hardware and software throughout our year long school year. We will accomplish this through site visits to the Coop, site visits from DIS, and bringing our DIS and Co-Op tech reps into the school facility for training at his/her convenience. We will have our technology coordinator, DIS representatives, and other trained professionals in the area observe and chart the progress and effectiveness of the integration of technology into classroom instruction. The staff development activities will be hands on trainings and lab work done in cooperation with DIS, the Co-Op, and our local community college's technology center, to ensure we have a more than adequately trained instructional and administrative collection of qualified and trained professionals. As a brand new school, we are learning as we go, and we will utilize all our outside resources to make sure both our instructional and administrative technological processes are being delivered at the most efficient and effective manner possible.

Currently, the direst challenge the school district is facing in regards to technology is the acquisition of it. We are in the implementation phase of beginning a new school in Osceola, and we are working on obtaining the technological equipment necessary to integrate classroom instruction and administrative processes to the best of our ability. We have a number of grants and outside sources for funds we plan on using to purchase the current technological resources necessary to be a leader in the educational field.

C. Equitable Use of Technology

All classrooms and computer labs in the Osceola Communication, Arts, and Business School will be equipped with a computer which has internet access, a printer, and a combination television/DVD player. In the computer study labs, there will be student use computers equipped with software for teacher assisted supplemental practice and instruction lessons.

The computer labs and technology will also be available for teacher preparation, and for the assignment of coursework that would require the students to utilize the programs and necessary research methods available from various Microsoft Office software and required internet access.

Currently, OCABS hasn't acquired any assistive technologies. However, we will work closely with The Arkansas Technology & Curriculum Access Center (TCC), which is a collaborative effort between the Arkansas Department of Education, Special Education Unit and Easter Seals of Arkansas. The TCC provides evaluation, consultation, equipment loan and in-service training to meet the needs of children and young adults with disabilities. The services are provided at the Outpatient Services Center as well as onsite through individual contracts with individuals, school districts and agencies.

D. Current Technology Inventory

All equipment will be labeled and cataloged. An annual inventory of equipment will be conducted. This inventory will be entered and maintained in an EXCEL document.

List of current equipment

Internet Connected Multimedia Computers	10
Number of printers	4
Number of rooms wired for the Internet	3
Number of phone instruments	5
Number of phone lines	1
Number of fax machines	2
Satellite systems/equipment	0
Network systems/equipment	1, DIS T-1 Line, 24 Hub Switch
Distance learning	Laptop Computers and Computer lab to access Arkansas Virtual High School
Software Packages	Windows Vista, Microsoft Office 2007

Needs Assessment

The technology committee approved a needs assessment on August 11, 2008. The assessment was administered to the 7 member technology committee. All assessments were completed and returned on August 15, 2008.

The areas of assessment were:

1. Computer/Internet Proficiency Levels
2. Times most effective for efficient learning
3. Moral and Ethical Use of the internet
4. Frequency of computer and technology usage in the district.
5. Remedial Assistance Programs/Software
6. Teacher/Mentor/Tutor training

The committee's decisions were as follows:

1. Technology barriers must first be overcome by the students, and they must be on a technologically literate level to effectively measure their level of proficiency. Integrating the technology into instruction is the first priority to ensure the students are being integrated into the technological advances and equipment we will use.
2. Integrating technology into most every aspect of instruction was decided as the best time for student learning.
3. More information was needed to inform the committee on the ethical and moral issues facing the use of our technology.
4. It was unanimous consensus that the frequency of usage be increased to as much as possible.
5. The committee decided the Reach For Tomorrow program, one of a few presented to the committee, would be the best supplemental remedial program to utilize. Extra Learning Online is their software.
6. Since OCABS is a year round school, the committee decided the three breaks between the fall, spring, and summer trimesters would be the best time for technology training.

Goals, Objectives and Strategies for Technology

Based on the results of the Technology Committee's needs assessment, goals, objectives, and strategies were developed to meet those needs and improve the overall education of all factions.

Goal 1: To improve and track students' computer/internet proficiency levels, ensuring learning can take place on an even playing field.

Objective: Technology as a tool to measure student technological proficiency.

Strategies:

1. Integration of internet, PowerPoint, and other various applications into classroom instruction.
2. Providing training sessions to ensure proficient use of technology, including software applications used in and outside of the classroom for learning purposes
3. Conduct periodic tests to ensure all students are able to complete and operate necessary technological applications.

Goal 2: To technologically educate the students at the best possible time conducive for learning.

Objective: Frequency of technology usage for efficient learning.

Strategies:

1. Integrate the use of technology into as many classroom activities as possible.
2. Offer the computer lab and availability of the use of technology beyond normal school hours. Ex.) Lab stays open to 10 p.m.
3. Have assignments turned in via email.

Goal 3: To ensure all technology is morally and ethically used in all aspects of the learning environment.

Objective: Increase knowledge of both teacher and students pertaining to issues of moral and ethical concern as related to technology.

1. Provide opportunities for teacher training on internet parental blocking, security, and other means of prohibiting misuse of the school's technology.
2. Set up rules and regulations for students' misuse of technological equipment.
3. Periodically brief faculty on new and harmful websites and programs that contribute to the moral and ethical misuse of technology.

Goals, Objectives and Strategies for Technology (cont.)

Goal 4: To increase the usage of computers/technology as much as possible to ensure the students are being educating with the most up to date technology and applications.

Objective: Increase technology as the main form of instruction/learning.

Strategies:

1. Require the majority of all assignments to be assigned/completed/turned in via the web.
2. Implement PowerPoint presentations in lieu of dry erase/chalkboard applications.
3. Utilize computer lab for supplemental instruction/homework assignments.

Goal 5: To use supplemental software to enhance remedial students' education.

Objective: Utilize Reach For Tomorrow's Extra Learning Online as a way to help educate remedial students, and monitor their progress.

Strategies:

1. Set up Account with Reach for Tomorrow and pay the registration fee for each active student involved with the program.
2. Hire/Train various staff/volunteers on the Extra Learning Online Software, so they will be able to help the students' progress, and track their improvement over a period of time.
3. Utilizing RFT's Extra Learning Online to ensure each student reaches grade level proficiency.

Goal 6: To provide continuing education on technological tools and advances, so the students are equipped with proficient instructors educating them.

Objective: Finding the best time for technology training.

Strategies:

1. Conduct training during OCABS trimester breaks following the summer, fall, and spring trimesters.
2. Track teacher progress and hours of continuing education for verification they are being properly trained in the area of technology.
3. Survey the teachers/instructors to verify the trimester break approach is the most effective means for training.

Policies and Procedures

Osceola Community School is developing its Policy Handbook per the Arkansas School Board Association model policy program. The draft technology policies include:

Student Internet and e-mail acceptable Use Contract policy
Staff Internet and e-mail acceptable Use Contract policy

These policies include statements from the Children's Internet Protection Act (CIPA) regarding the Internet Safety Policy that protects minors from pornography. They also contain a "technology protection measure" that prohibits access to graphic images considered pornography or harmful to minors. The policies cover the posting of the Internet Safety Policy based on CIPA guidelines. These policies include technology policies relating to equitable access for students with exceptional needs, data and network security, and Internet safety.

Policies and Procedures (cont.)

Insert Text Here

Technology Infrastructure, Management, and Support

Telecommunications Capacity

The school currently has one POTS line, and will need to upgrade to a telephone system, with up to four additional lines. OCABS will need the phone systems and installation.

Distance Learning will be provided and accessed through The Arkansas Virtual High School, utilizing our computer labs as stations for completing the online courses, in addition to providing in class tutoring on all subjects taken through the ARVHS program.

Average Age of Equipment.

OCABS is seeking slightly used computers for the school. We anticipate that the ages of the computers that will receive will be from two to four years old. This is an acceptable age for the operating systems that we will be running.

Handhelds and Tablet or Laptop PCs.

We anticipate 25 laptops will be used at the school.

Replacement Schedule.

The replacement schedule will be consistent with what our technology coordinator, DIS and our Co-Op tech recommend at their site visits, along with our tech committee's year end review. Obtaining additional technological hardware and software is our main priority.

Network and Data Security.

The OCABS Computer Network will be protected by a system, such as a PIX Firewall on the front end of the network. Further protection will come through antivirus software that is loaded onto each machine whenever they are logged into our network, like Norton Antivirus Software. The final protection is internet content monitoring which is provided through a program, such as WebSense, and through the state of Arkansas Information Systems.

Technology Platform.

The OCABS Computer Network will be 100% PC network linked through a system, such as Novell 6.1.

Level of Technology Staff Support.

OCABS technology coordinator will be onsite fulltime to address any technological related concerns. Training will be provided as needed through the Department of Education, DIS, and CREC.

Maintenance of Equipment and Technology will be bid out to the most cost effective measures possible. There are numerous local and online resources for technical support and technology maintenance we will pool from.

Technology Infrastructure, Management, and Support (cont.)

Major points of the OCABS plan

1. One computer per two students
2. Wireless and/or landlines for internet/satellite services available in the library, study areas, student workstations, offices and each of the 15 classrooms
3. Video and voice conferencing capability
5. Cellular services for all staff
6. Paging services, or text message service to students enrolled in the ALE program
7. Phone services and components (call blocking, directory assistance charges, inside wire maintenance plans)
8. Voice mail services
9. Internet and e-mail conduit access
10. Web hosting service and registration, along with maintenance and technical support
11. Internal connections of cables and connectors
12. Circuit cards and memories
13. Data distributions and data protection
14. Antennas and satellite dishes
15. Computers used as servers. Server used as a conduit for information
16. Software for operating systems, e-mail and client access licenses.
17. Electronic data storage devices and other storage devices
18. Centralized telephone components and PBX intercom system
19. Centralized video components and equipment used in the transport of information
20. Racks and cabinets for eligible equipment
21. Maintenance of internal connections
22. Installation, activation and initial configuration costs
23. Expenses incurred by and for installation
24. Intercom
25. Security systems to track movement after hours

Currently, we have not received any funding from E-Rate, so there is no explanation on how they have helped improve our operations. Within three years, we wish to install smart boards in each of our classrooms. Classrooms have smart board on one side, chalk boards, cubby holes in each classroom. 12 computers to a room, totally digitally wired. Teacher will expand the topic on smart board. As part of the communications program, a small radio station, with computer, players. Students can play pre-programmed work. Radio station, head phones, audio racks, connected to tower. In the future, OCABS may start a television or video program and, at a minimum, post student produced videos on YouTube. Training, license fees, technical support and maintenance are bulk lion's share of our e-rate budget. In the first three years that will be exceptionally high while we set up. We expect digital costs to decline sharply afterwards. General technology plan will include acquiring equipment and infrastructure to host and support the e-rate costs. In this plan, OCABS will acquire one computer for each two students, plus programming software.

Budget Summary

The technology committee estimated the cost of all aspects of the 2009-2012 technology plan. With OCABS functioning as a brand new Charter, it is likely numbers could change. Funding for the technology plan will come from local, state, federal, and private entities such as businesses and corporations from the surrounding areas of the school district. All E-Rate money we may receive will go to fund this plan. Our Federal Charter School grant will come in two phases of \$150,000. The other money will come from the State of Arkansas, and NSLP reimbursements.

Technology Plan Implementation

The Osceola Communication, Arts, and Business School District will continue its efforts to maintain and improve the technology available for implementation and integration into the curricula and instruction.

This will be accomplished by evaluating those technologies available, our goals, and the costs to determine the overall effectiveness and efficiency of such technology. Annual meetings of the technology committee will include a time of such evaluation as members and other staff deem necessary. Additional technology committee meetings will be held to discuss any needed technologies as our school continues to develop. These meetings will also serve as progress evaluations, related to the technology plan.

Specific information regarding the basic schedules and timelines, budget commitments, equipment to be purchased, communication strategies associated with the technology plan, action steps for tasks to be completed, periodic evaluations of progress with implementation plans, milestones to be reached, staff assignments, and time estimates for tasks are located in the action timelines.

OCABS instructors will integrate these technologies into classroom instruction as they become available. We will work closely with DIS and CREC to investigate and implement the most innovative and effective software and learning materials available.

Technology Plan Implementation (cont.)

Insert Text Here

Action Timeline

Technology Goal: State the particular goal that supports your technology plan. Use a different template for each goal. Goals should also support the School Improvement Plan.

Activities to Support this Goal	Person(s) Responsible	Timeframe for this Activity	Hardware & Software Required	Professional Development Required	Cost (Budget) for this Activity	Source of Funds
Set up student account with Reach For Tomorrow	Administration	July 30 2009- June 30 2012	Extra Learning Online	Training tutors and instructors on the software and program	\$50,000.00	Donations, State, and Federal funds
Hire and train staff on RFT Extra Learning Online	Administration	July 30 2009- June 30 2012	Extra Learning Online	Teacher/Student/Staff Training	\$3,000.00	Donations, State, and Federal funds
Utilize Reach For Tomorrow's Extra Learning Online to ensure each student reaches grade level proficiency	Faculty/Administration	July 30 2009- June 30 2012	Extra Learning Online	No additional	\$10,000.00	Donations, State, and Federal funds
Goal 5: To utilize supplemental software to enhance remedial/non remedial students' education/progress.						

Evaluation: How will the activities listed for this initiative be evaluated? What constitutes success in these activities? What data will you collect? Evaluation of these activities will be determined by completion of the activity and by an annual survey. The technology committee will review the survey data and make changes to the technology plan as needed.

Action Timeline (cont.)

Technology Goal: State the particular goal that supports your technology plan. Use a different template for each goal. Goals should also support the School Improvement Plan.

Activities to Support this Goal	Person(s) Responsible	Timeframe for this Activity	Hardware & Software Required	Professional Development Required	Cost (Budget) for this Activity	Source of Funds
Integration of technology into classroom instruction	Individual Teachers	July 1 2009-June 30 2012	Projector, PowerPoint Software	Online Instruction, CREC	\$15,000.00	Donations, State, and Federal funds
Training Sessions on technology for teachers	Individual Teachers	July 1 2009-June 30 2012	none	Online Instruction, CREC	\$10,000.00	Donations, State, and Federal funds
Periodic Testing of Students	Individual Teachers	July 1 2009-June 30 2012	General computer applications	No additional	\$1000.00	Donations, State, and Federal funds
Goal 1: To improve and track students' computer/internet proficiency levels, ensuring learning is taking place on an even playing field.						

Action Timeline (cont.)

Technology Goal: State the particular goal that supports your technology plan. Use a different template for each goal. Goals should also support the School Improvement Plan.

Activities to Support this Goal	Person(s) Responsible	Timeframe for this Activity	Hardware & Software Required	Professional Development Required	Cost (Budget) for this Activity	Source of Funds
Integrate technology into classroom activities	Individual Teachers	July 1, 2009- June 30, 2012	Computer, Projector, PowerPoint Software	Online Instruction, Crowley's Ridge Coop	\$25,000.00	none Donations, State, and Federal funds
Offer computer lab/study lab beyond normal school hours	Administration	July 1, 2009- June 30, 2012	No additional	Tutor training	\$10,000.00	Donations, State, and Federal funds
Turn in assignments via email	Students	July 1, 2009- June 30, 2012	No additional	none	none	Donations, State, and Federal funds
Goal 2: To technologically educate the students at the best possible time conducive for learning.						

Technology Plan Evaluation

The OCABS Technology Committee will meet quarterly primarily for adding to or altering the plan. Each year, one meeting (usually the fourth) will have the added feature of plan evaluation. This will involve an annual review and self-evaluation of the technology plan. The plan will be formally evaluated or audited by the committee. An auditing tool will be used in this evaluation. Records of this meeting will be kept. Every time, the committee meets and works with the technology plan, and recommends a change, a report will be posted for the teachers in which the changes to the technology are recommended. The administrative team and/or School Board must approve the aforementioned changes before they occur.

Other periodic evaluation activities should focus on the following specific evaluation categories: 1) connectivity/infrastructure; 2) hardware; 3) integration and use of technology; 4) professional development; and 5) fiscal support of technology. Be sure to include the following in this section:

Evidence of Evaluation of Previous Plan (minimum 1 page summary of process used for evaluating previous plan and results of evaluation of previous plan.)

Evaluation Plan for 2009-2012 Technology Plan

Incorporate measures of performance into the plan to determine whether the technology implementation and investments have been effective in achieving OCABS's objectives.

The evaluation process will be documented.

Evidence of evaluation of school district's previous technology plan. Include the key points or findings of this evaluation in the new plan

Technology Plan Evaluation (cont)

Insert Text Here

TECHNOLOGY PLAN STATEMENT OF ASSURANCES

School District Osceola Communication, Arts and Business School

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
	4/28/08
Signature of Superintendent	Date
	School Director; 4/28/08
Chairperson, District Technology Committee	Date
	4/28/08

=====

District Technology Coordinator/Contact:

Name: Beau Butler	Telephone #: 870.622.0550
Title: Assistant Director/Technology Coordinator	
Email: ocabs@yahoo.com	FAX: 870.622.0550

School District Acceptable Use Policy

Insert Text Here

School District Acceptable Use Policy (cont.)

Insert Text Here