

Stamford Central School

Technology Plan

2007 – 2010

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Section 1 – Introduction and School Narrative

Stamford Central School is a small rural school of approximately 475 students in grades K-12 located near the intersection of New York State Routes 10 & 23 in the Northern Catskill Mountains. The District has a long, rich tradition of academic excellence with better than 90% of annual graduates receiving Regents Diplomas. This commitment to academics is enhanced with a well-rounded and broad-based extracurricular program which includes athletics, the arts, clubs, student leadership, and opportunities for volunteerism. While many graduates from SCS have gone on to some of the most prestigious colleges in the country, others have taken full advantage of the vocational training through BOCES programs and remained local community members while embarking on very successful careers.

Stamford Central School has long enjoyed a very involved and supportive relationship with the community and local taxpayers. This has been very evident with taxpayer passage of annual budget votes, building projects, and school bus acquisitions. In turn, the school has endeavored to serve as a reserve for community activities while pursuing local, state, and federal grant resources to fund program expansion for the children of The District while not adding those costs onto the local tax base. The school and community have both been very fortunate to have the generosity of several local foundations which help to fund many, many causes both in the school and the local area.

Class sizes at Stamford Central School usually run between 15-22 students and are taught by a staff of 43 certified teachers, a compliment of teaching assistants and aids, and an itinerant staff who provide services through the Otsego-Northern Catskills BOCES. Through various grants, the Stamford Central School building is both fully wired to the internet while also being a “wireless” facility. Having both capabilities allow our students to partake of Distance Learning opportunities with other schools (including colleges), utilize the two wireless laptop carts (housing a combined 40 units) throughout the building, and travel around the world via “virtual fieldtrips”.

Stamford Central School has long been a well-respected institution within Central New York by utilizing both staff decision-making and planning as well as securing and implementing the most recent educational programs such as Reading First and Creating Rural Opportunities Program (K-8 After School). By securing “Energy Efficiency and Conservation” incentives through State and Federal programs, The District is able to reduce energy costs while providing a “learning platform” for the area students to utilize.

While some students who have been identified through the Committee on Special Education are serviced through BOCES placements, many of the children receive their instruction through the Stamford Central School “Learning Center” model which provides students with individualized instructional strategies through the three centers, one in the elementary, one in the intermediate, and one at the high school level.

In all, Stamford Central School has endeavored to take advantages of the benefits of being a smaller environment while transcending the liabilities of the same through progressive planning, aggressively seeking grant-based programs, and utilizing technology to its fullest potential.

The Stamford Central School technology committee is made up of people from varied departments within the district.

Vicki Joshpe (Committee Chairperson) Administration

Kevin Callagy – High School Business

Cindy Keyser – 1st Grade

Kira Nissen – 5th & 6th Grade Science

Maureen Roberts – 5th & 6th Grade Math

MaDonna Staiber – 4th Grade

Bruce Voorhees – Network Specialist

Nancy Williams – Library Media Specialist

This Committee meets regularly to provide ongoing review of the plan.

The purpose of this committee is to steer technology at Stamford Central School in a direction that will make the most effective learning environment for our students.

Section 2: Review of the April 2004 Technology Plan

Goal 1—SCS Website

The SCS website has shown considerable growth since it's inception during the 2000-2001 school year. It is a student developed lab project that has grown from the initial four pages, one external link, and a minimal amount of usage. Currently the site has internal links to: the faculty/staff school wide email communication system, classroom attendance, and online grading/attendance software. The community has access through the site with links to: the school activities calendar, lunch menu, the districts own rooftop mounted weather station, parent resources, and employment opportunities within Stamford Central School.

Goal 2—Technology training

The following has been done to meet this goal:

Internet safety instruction for the faculty, staff and students K-12

Training for student assessment applications using the Palm PDA

Completion of college courses for professional development in reading

Using technology to facilitate differentiated learning

Accessing various learning sites on the Internet

Instruction in the proper care and operation of the wireless laptop carts

Goal 3—Acquire new technology

The following has been obtained:

Palm pilots

Classroom laptops

Online Phonics program

24 powerful nonlinear video editing capable PC's

digital video cameras (including one high end professional model)

digital still cameras

video projectors

multimedia and audio equipment

digital video editing software

Website development software

Desktop Publishing software

Upgraded distance learning capabilities

Goal 4—Wireless access

The district began implementation of 802.11 wireless technology in 2004. We are currently providing service to more than 80% of our main building

Goal 5—Replace 20% of equipment

This figure has been exceeded due to the generosity of various State, Federal, and Private organizations.

Section 3 – Establishment of Goals

Goal #1

Narrative: Stamford Central School currently has a school website, www.stamfordcs.org. The Business Education Desktop Publishing class periodically upgrades the website. It has general school district/community information. This site can be used to improve communications with parents by accessing information such as homework assignments, classroom activities and school events.

Stamford Central School teachers will develop grade level/subject websites, placed on the SCS website that will improve communications with parents and students.

Stamford Central School will utilize the SCS website and the Internet to improve communications with parents and students.

National Technology Standards

Standard 1: Basic Operations and Concepts

Standard 2: Social, Ethical and Human Issues

Standard 3: Technology Productivity Tools

Staff Development

Professional development will be available to teachers and will be provided by other knowledgeable staff members. Support for professional development will be on going.

Monthly faculty meetings — 1 day

Monthly Roundtables — 1 day

Superintendent Conference Days — 2

BOCES contractual services — 1 session

Offsite conferences — 1 day

In house trainers — 4 people

Hardware, Software, and Services Needed

The District currently owns the software licenses for website design software: Microsoft FrontPage and Macromedia DreamWeaver.

Develop Budget

BOCES contractual services — 1 session x 3 years		1000.00
Offsite conferences — 1		200.00
	Total	1200.00

Evaluation Criteria

A record of trained personnel and website development will be kept.

Staff development is monitored and adjusted on evaluation and requests. The district Technology Committee will meet bi-annually to review needs and priorities of teachers, administration, staff, community and students.

Section 3 – Establishment of Goals (continued)

Goal #2

Narrative: Stamford Central School has seen an increase in computer/digital technology in the classroom. Classrooms have access to: wireless labs; Power Media Plus; virtual field trips; streaming video; video editing; web design; presentation software; grade book/attendance software; etc.

Stamford Central School will implement peer and professional training for all staff members in the use of technology available in the district now and in the future.

Staff Development

- Monthly faculty meetings—1 day
- Monthly Roundtables—2 day
- Conference Day—2
- BOCES contractual services—2 sessions
- Offsite conferences—2 days
- In house trainers—2 people

Continued training for use and implementation of Power Media, virtual field trips, video education. Continuing professional development for technology products and services previously acquired (i.e. video editing, web design, streaming media, grade book, etc.)

Develop Budget

Contract with BOCES—2 sessions x 3 years		1800.00
Hardware for students state aid estimate x 3 years		22000.00
Software for students state aid estimate x 3 years		22000.00
	Total	45800.00

Evaluation Criteria

Staff development is based on needs assessed annually by the District's Technology Committee. Identification of known skills and attitude has been addressed in the CDEP through a formal survey involving teachers and other educational staff working within the district.

Section 3 – Establishment of Goals (continued)

Goal #3

Narrative: Effective learning environments combine traditional and new approaches to facilitate learning of relevant content while addressing individual needs. An effective learning environment should prepare students to meet today’s technology standards

Stamford Central School will facilitate integrated use of technology into daily classroom activities.

National Technology Standards

- Standard 1: Basic Operations and Concepts
- Standard 2: Social, Ethical and Human Issues
- Standard 3: Technology Productivity Tools
- Standard 4: Technology Communications Tools
- Standard 5: Technology Research Tools
- Standard 6: Technology Problem-Solving and Decision-Making Tools

Staff Development

- Monthly faculty meetings—1 day
- Monthly Roundtables—2 day
- Conference Day—2
- BOCES contractual services—2 sessions
- Offsite conferences—2 days
- In house trainers—2 people

Develop Budget

ONC BOCES Contract—2 sessions x 3 years		1800.00
Offsite conferences—2 x 3 years		1200.00
	Total	3000.00

Evaluation Criteria

Staff development is based on needs assessed annually by the District’s Technology Committee. Monitoring professional development will reflect current realities, budgetary constraints and new data. Student achievement of National Standards will be assessed using multiple measures at appropriate levels.

Section 3 – Establishment of Goals (continued)

Goal #4

Narrative: Stamford Central School currently has wireless access points that cover about **80%** of the school’s main building.

Stamford Central School will improve its current wireless network system.

Hardware, Software, and Services Needed

Wireless access points and installation of proper cabling.

Develop Budget

Wireless access points	8	\$500.00
	Total	\$4,000.00

Evaluation Criteria

Reception of signal throughout the district’s building.

Section 3 – Establishment of Goals (continued)

Goal #5

Narrative: The library currently has twenty-seven computers which are over six years old. The memory and operating system have been upgraded once. These computers are used for student research, class work, classroom activities and are utilized by faculty for numerous school activities. In addition to utilizing the state aid hardware and software monies, the committee will seek grant funding to complete this goal

Stamford Central School will upgrade software and replace computing hardware on the computers currently used in the library.

Staff Development

Librarian—2 hours training
Library Assistant—2 hours training

Librarian and Library Assistant will be there to assist students and faculty in the use of the new software and hardware as needed.

Hardware, Software, and Services Needed

Replace twenty-seven computers and upgrade software package.

Develop Budget

New computers		24,300
Software		3,000
	Total	\$27,300

Evaluation Criteria

Replacement of the twenty-seven computers in the library.

Section 3 – Establishment of Goals (continued)

Goal #6

Narrative: Stamford Central School currently has approximately 240 computers for student use.

Stamford Central School will maintain existing hardware.

Staff Development

The Broome Tioga BOCES technician is required to have 27 hours per year of professional development.

Hardware, Software, and Services Needed

Develop Budget

Maintenance	annually	3,500
BOCES Network Support Services	annually	37,664
	Annual Total	41,164

Evaluation Criteria

Section 3 – Establishment of Goals (continued)

Goal #7

Narrative: Stamford Central School currently has set aside one laptop computer for use by students. Priority is given to those who may have extended absences from school and do not have access to a computer at home. The laptop is available for student use during assessments if stated in the students IEP. The laptop is available for use at teacher conferences and workshops.

Stamford Central School will expand the use of the “loaning laptop” computers.

Staff Development

Provide 0.5 hour in-service training on handling and care of the laptop computer.

Hardware, Software, and Services Needed

Develop Budget

1 Laptop		874
	Total	874

Evaluation Criteria

Library staff will facilitate laptop usage and in-service training. A daily log will be kept and evaluated by the Technology Committee to determine if there is a need to expand available resources.

Section 4 – Staff Development Summary

	Year 1	Year 2	Year 3	Total
Faculty Meetings	3 sessions	3 sessions	3 sessions	9 sessions
Monthly Roundtables	5 sessions	5 sessions	5 sessions	15 sessions
Superintendent Conference Day	2 sessions	2 sessions	2 sessions	6 sessions
BOCES Contractual Services	5 sessions	5 sessions	5 sessions	15 sessions

Section 5: Plain language (almost) description of the SCS CSD Network

The network at Stamford Central School is a modern Layer 2 and 3 Switched Gigabit over Copper Ethernet system using a mix of category 5e and 6 cabling. The switching part of the network consists of a Layer 3 Routing capable core switch (a Nortel 3510-24t) and 6 Layer 2 switches that connect directly to the core switch and building network jacks. There are very few “hops” for any network traffic to go through to get from one place to another.

Connected directly to the core switch are the four servers, various control, monitoring and power protection systems, and the Cisco switch that is used as the edge device for our Gigabit connection to the Wide area network and for our Distance Learning CODEC traffic.

Internet traffic is passed through a Sonicwall Pro 100 device that is used to filter out inappropriate web content. This device utilizes a “live” database that we pay a subscription for, it is constantly updated and analyzed. We can customize the list in several ways using, keywords, categories, individual networks or web servers can be allowed or blocked as needed.

The network operating system consists of Windows 2000 servers handling DHCP, DNS, Print services, and file storage. There is a Windows 2003 server used for storing large multimedia files. The clients (workstations) are mostly Windows XP with a handful of Windows 2000 machines in the building.

Stamford does have wireless access points throughout the building, and the signal is available in most areas. We will be addressing the “dead spots” (weak signal areas) in the very near future.

Backups for student and staff data are provided by a 40GB tape drive, and Network Attached Storage (NAS) devices are being staged to do more “granular” backup jobs.

Most machines connected to the network are greater than 1Ghz processing power, there are about 40 machines that are below this level of performance.

Section 6: Current Statement of Available Computing Equipment

* A focused effort is placed on making appropriate equipment and software available for individuals with special needs.

253 computers are in operation day to day
185 are desktop chassis, 68 are laptops
241 instructional computers (175 desktops 66 laptops)
12 administrative computers (10 desktops 2 laptops)

48 printers (36 instructional, 12 administrative)

9 LCD Video Projectors

20 Palm PDA devices

Assorted Video and Digital Still cameras and Scanners
Assorted special needs devices, peripheral, and software as needed.

All of the instructional computers in use at SCS have been paid for with funds from outside sources, such as grants, state aid and federal funding. Here is a break down of that (Software for all this hardware was purchased in the same manner):

The High School and Elementary Libraries 27 computers, the room111 lab 26, the new Business Classroom computers 21, 20 old business that have been or will be refurbished and updated for classroom use,

30 laptop mobile lab, 6 art/tech computers, 4 science lab, 3 (of 4) server... from Robinson Broadhurst Foundation.

20 Desktops, 18 Laptops 20 palm Tungsten-e2 PDA's from the Reading First Grant

10 laptop CROP laptop mobile lab

Special education classroom computers came from federal grants

Classroom computers not purchased with grant monies or federal funds were acquired with state aid designated for Student Hardware.

Administrative computers currently in use have all been purchased with various federal education grants.

Any private grant money we use, we generally spend through our local BOCES, this spending generates state aid that we get back the following year.

This year (06-07) we received a grant for \$48,800 to re-equip the business lab from the Robinson Broadhurst Foundation.

We also received a \$16,000 grant to upgrade our network infrastructure to 1gb/sec connectivity at every drop in the main building from the Robinson Broadhurst Foundation.

Over the past 5 years we have received \$426,862 in grant money for computing at SCS from Robinson Broadhurst.

We also decided to do some upgrading instead of replacement of library computers At \$180 each. We utilized some extra life time from these machines... prolonging the replacement period.

POLICY

INTERNET

7080.

1. **ACCESS TO ELECTRONIC TELECOMMUNICATIONS IS AVAILABLE TO STUDENTS AND STAFF AT STAMFORD CENTRAL SCHOOL. ACCESS IS THROUGH A VARIETY OF PROVIDERS AND INCLUDES E-MAIL, TELEPHONE, FAX, TELEVISION, RADIO, DISTANCE LEARNING, INTERNET AND OTHER ON-LINE COMPUTER SERVICES, AS WELL AS ELECTRONIC INTERLIBRARY LOAN. THE GOAL IN PROVIDING THESE SERVICES TO STUDENTS AND STAFF IS TO PROMOTE EDUCATIONAL EXCELLENCE BY FACILITATING RESOURCE SHARING, INNOVATION, AND COMMUNICATION.**
2. **ELECTRONIC TELECOMMUNICATIONS IS A GENERAL TERM REFERRING TO MANY SYSTEMS OF COMMUNICATION THAT ARE HANDLED THROUGH ELECTRONIC DEVICES. THE INTERNET, FOR EXAMPLE, IS AN “ELECTRONIC HIGHWAY” PROVIDING COMMUNICATIONS WITH MILLIONS OF PEOPLE ALL OVER THE PLANET. DISTANCE LEARNING, AS CURRENTLY CONFIGURED, PROVIDES AUDIO AND VIDEO INTERACTIVITY FOR STUDENTS IN UP TO FOUR LOCATIONS.**
3. **IN THE PAST, ACCESS TO INSTRUCTIONAL MATERIALS WAS LIMITED BECAUSE INSTRUCTORS AND SUPERVISORS COULD SUBJECT SUCH MATERIALS TO REASONABLE SELECTION CRITERIA. THROUGH ELECTRONIC TELECOMMUNICATIONS, MATERIAL BECOMES AVAILABLE THAT MAY NOT BE CONSIDERED TO BE OF EDUCATIONAL VALUE IN THE CONTEXT OF THE SCHOOL SETTING. AVAILABLE PRECAUTIONS ARE TAKEN BY THE STAMFORD CENTRAL SCHOOL TO RESTRICT ACCESS TO CONTROVERSIAL MATERIALS, AS DEFINED IN REGULATION 9045.1. IN ADDITION, THE APPROPRIATE UTILIZATION OF ELECTRONIC TELECOMMUNICATIONS RELIES ON THE PROPER CONDUCT OF THE STUDENTS AND STAFF IN ADHERING TO GUIDELINES. THE GUIDELINES ARE PROVIDED SO THAT STUDENTS AND STAFF ARE AWARE OF THEIR RESPONSIBILITIES IN APPROPRIATELY UTILIZING ELECTRONIC TELECOMMUNICATIONS.**
4. **THE USE OF ELECTRONIC TELECOMMUNICATIONS IS A PRIVILEGE, NOT A RIGHT, AND INAPPROPRIATE USE WILL RESULT IN A CANCELLATION OF THOSE PRIVILEGES. BASED UPON THE ACCEPTABLE USE GUIDELINES, THE STAFF MAY REQUEST THE DISTRICT SUPERINTENDENT TO DENY OR REVOKE THE PRIVILEGE OF AN INDIVIDUAL TO UTILIZE SPECIFIC MODES OF ELECTRONIC TELECOMMUNICATIONS AT THE STAMFORD CENTRAL SCHOOL.**
5. **COMMUNICATION ON ELECTRONIC TELECOMMUNICATIONS IS SUBJECT TO A NEED FOR RESPONSIBLE BEHAVIOR AND IS GOVERNED, IN ADDITION TO THIS POLICY, BY THE DISTRICT’S STUDENT DISCIPLINE POLICY, CODE OF ETHICS, AND COPYRIGHT LAW.**
6. **THE STAMFORD CENTRAL SCHOOL WILL ENTER INTO AGREEMENTS WITH REGIONAL NETWORKS AND PROVIDERS OF CONNECTIONS TO**

ELECTRONIC TELECOMMUNICATIONS, AND ADHERE TO GOVERNMENT REGULATIONS ON THE USE OF ELECTRONIC TELECOMMUNICATIONS. STUDENTS AND STAFF ARE EXPECTED TO ADHERE TO THE STIPULATION OF THESE AGREEMENTS AND REGULATIONS.

7. THE BOARD AUTHORIZES THE DISTRICT SUPERINTENDENT TO PREPARE APPROPRIATE PROCEDURES WITH GUIDELINES FOR IMPLEMENTING THIS POLICY.

ACCESS TO ELECTRONIC COMMUNICATIONS POLICY

1. THE PURPOSE OF ACCEPTABLE USE PROCEDURES FOR ELECTRONIC TELECOMMUNICATIONS IS TO PROVIDE GUIDELINES TO STUDENTS AND STAFF OF THE STAMFORD CENTRAL SCHOOL.
2. THE PURPOSE FOR PROVIDING ACCESS TO ELECTRONIC TELECOMMUNICATIONS IS TO SUPPORT RESEARCH AND EDUCATION IN AND AMONG ACADEMIC INSTITUTIONS, BUSINESS, GOVERNMENT, OTHER ORGANIZATIONS, AND INDIVIDUALS BY PROVIDING ACCESS TO UNIQUE RESOURCES AND THE OPPORTUNITY FOR COLLABORATIVE WORK.
3. THE STAMFORD CENTRAL SCHOOL MAKES NO WARRANTIES OF ANY KIND, WHETHER EXPRESSED OR IMPLIED, ON THE SERVICE IT IS PROVIDING IN MAKING ELECTRONIC TELECOMMUNICATIONS AVAILABLE TO STUDENTS AND STAFF. THE STAMFORD CENTRAL SCHOOL WILL NOT BE RESPONSIBLE FOR ANY DAMAGES SUFFERED BY INDIVIDUALS. THIS INCLUDES LOSS OF DATA RESULTING FROM DELAYS, NONDELIVERIES, MIS-DELIVERIES, OR SERVICE INTERRUPTIONS CAUSED BY NEGLIGENCE OR USER ERRORS OR OMISSIONS. USE OF ANY INFORMATION OBTAINED VIA ELECTRONIC TELECOMMUNICATIONS IS AT RISK OF THE USER. THE STAMFORD CENTRAL SCHOOL SPECIFICALLY DENIES ANY RESPONSIBILITY FOR THE ACCURACY OR QUALITY OF INFORMATION OBTAINED THROUGH ITS PROVISION OF ELECTRONIC TELECOMMUNICATIONS.
4. THE FOLLOWING GUIDELINES WILL GOVERN AN INDIVIDUAL'S PRIVILEGE TO UTILIZE ELECTRONIC TELECOMMUNICATIONS. ANY VIOLATION WILL JEOPARDIZE THAT INDIVIDUAL'S PRIVILEGE AND MAY RESULT IN OTHER CONSEQUENCES.
 - A. VANDALISM IS NOT PERMITTED. VANDALISM IS DEFINED AS ANY MALICIOUS ATTEMPT TO HARM OR DESTROY DATA OF ANOTHER USER, INTERNET, OR OTHER NETWORKS THAT ARE CONNECTED VIA ELECTRONIC TELECOMMUNICATIONS. THIS INCLUDES, BUT IS NOT LIMITED TO, THE UPLOADING OR CREATION OF COMPUTER VIRUSES.
 - B. ACCOUNTS FOR UTILIZATION OF ELECTRONIC TELECOMMUNICATIONS ARE ESTABLISHED AND PAID BY THE STAMFORD CENTRAL SCHOOL PERMISSION TO UTILIZE THESE ACCOUNTS IS GIVEN TO SPECIFIC INDIVIDUALS. INDIVIDUALS MAY

- UTILIZE ONLY THOSE ACCOUNTS FOR WHICH THEY HAVE BEEN AUTHORIZED.
- C. ELECTRONIC TELECOMMUNICATIONS MAY NOT BE USED FOR ANY ILLEGAL ACTIVITY, INCLUDING THE VIOLATION OF COPYRIGHT OR OTHER CONTRACTS.
 - D. ELECTRONIC TELECOMMUNICATIONS MAY NOT BE USED FOR FINANCIAL OR COMMERCIAL GAIN.
 - E. ELECTRONIC TELECOMMUNICATIONS WILL NOT BE USED TO GAIN UNAUTHORIZED ACCESS TO RESOURCES OF ENTITIES.
 - F. USERS OF ELECTRONIC TELECOMMUNICATIONS WILL ABIDE BY THE GENERALLY ACCEPTED RULES OR ETIQUETTE:
 - 1. BE POLITE AND RESPECTFUL OF OTHERS
 - 2. USE APPROPRIATE LANGUAGE AND GESTURES.
 - 3. RESPECT THE PRIVACY AND INTELLECTUAL PROPERTY OF OTHERS
 - 4. BE RESPONSIBLE BY IDENTIFYING YOURSELF IN MESSAGES, TRANSMISSIONS, OR BROADCASTS, BUT DO NOT REVEAL PERSONAL HOME ADDRESSES OR TELEPHONE NUMBERS OF ANYONE.
 - 5. USE ELECTRONIC TELECOMMUNICATIONS WITH CONSIDERATION AND RESPECT SO THAT OTHERS CAN ALSO MAKE USE OF SERVICE.
 - 6. UNDERSTAND THAT ELECTRONIC TELECOMMUNICATIONS ARE NOT GUARANTEED TO BE PRIVATE. PEOPLE WHO OPERATE SYSTEMS DO HAVE ACCESS TO MESSAGES AND TRANSMISSION OVER CERTAIN MEDIA SUCH AS E-MAIL, INTERNET, DISTANCE LEARNING AND ELECTRONIC INTERLIBRARY LOAN.
 - 7. ELECTRONIC TELECOMMUNICATIONS MAY BE MONITORED AND RECORDS MAY BE MAINTAINED OF COMMUNICATIONS.
 - G. SPECIFICALLY FORBIDDEN IS THE TRANSMISSION OR RECEIVING OF COMMUNICATIONS IN ANY FORMAT WHICH ARE PORNOGRAPHIC, PROFANE, OBSCENE, DEPICTING EXPLICIT SEXUAL SCENE, VIOLENT OR WHICH CONTAIN OTHER MATERIAL OR MEDIA WITH LIMITED EDUCATIONAL VALUE ACCORDING TO LOCAL COMMUNITY STANDARDS.
 - H. USERS OF CERTAIN TYPES OF ELECTRONIC TELECOMMUNICATIONS SUCH AS THE INTERNET AND OTHER ON-LINE SERVICES WILL BE REQUIRED TO SIGN A CONTRACT AGREEMENT AND APPLICATION IN ORDER TO ESTABLISH AUTHORIZATION FOR USE OF THAT SERVICE.

Section 8 – Inventory of Equipment in use (please call or visit the district office if you require this information)