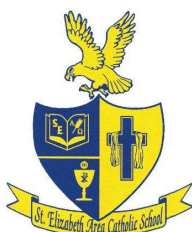


Cover Page - Section 1
St. Elizabeth Area Catholic School
School Code 05439

Diocese of Saginaw

Tuscola Intermediate School District
District Code 79000

Reese Public School District
District Code 79110



Small enough to care. Big enough to make a difference.

Technology Plan
July 1, 2010 – June 30, 2013

Contact:
Gabbie Marguery, Principal
Email: gmarguery@steliz.net
12835 E. Washington Rd.
Reese, MI 48757
Phone: 989-868-4108
Fax: 989-868-0060

St. Elizabeth Area Catholic School's Technology Plan will be available for review
in the School Web Site at www.steliz.net and in

Mrs. Bojo's blog at <http://mrsbojosaintelizabeth.blogspot.com>

Mrs. Papesh's blog at <http://www.saintelizabeth.blogspot.com>

St. Elizabeth Area Catholic School

Technology Plan 2010-2013

Technology Planning Team

Gabbie Marguery	Principal
Dawn Papesh	7-8 Grade Teacher
Amy Bojo	5-6 Grade Teacher
Kristine Redwanz	3-4 Grade Teacher
Susan Bremer	1-2 Grade Teacher
Lisa Cameron	Young Fives and Kindergarten Teacher
Joe Papesh	Parent Volunteer

Special thanks to the Technology Committee and to Julie Mosier, our Parish Business Manager, for her continuous support of St. Elizabeth's technology.

Introduction - Section 2

School Mission Statement (last updated in January 2009)

The staff, parents and community of St. Elizabeth Area Catholic School work together to offer students a safe, supportive and nurturing Catholic environment. With the guidance of the Holy Spirit, we are committed to Gospel values and discipleship.

School Philosophy

Recognizing that parents are the first and primary educators of their children, St. Elizabeth Area Catholic School exists for the purpose of assisting them in their role. We instill in students the desire to live in a moral way and make moral decisions according to Christian values. We strive to instill respect for and appreciation of each individual person, regardless of cultural, ethnic, or economic status. Our goal is to maintain a joyous environment that promotes love, understanding, acceptance and respect for oneself and others.

We work with parents and the parish community to nurture students who know the values, beliefs, traditions and practices of the Catholic Church, including a knowledge and appreciation of the scriptures, liturgy, prayer and the necessity of involvement in the parish and the wider community.

Through guidance and example of the faculty, administration, and parents the emphasis of the school's program is on quality faith-based education and the development of life-long learners who will be able to live productively in a constantly changing world.

About St. Elizabeth Area Catholic School

Topography

St. Elizabeth Area Catholic School is a small parochial school consisting of one building that includes the pre-k through 8 grades, child-care and latchkey, computer lab, library and gym. Though physically located in Saginaw County, the school is in the Saginaw-Tuscola county line, therefore within the Reese Public School District and the Tuscola Intermediate School District.

Reese, the “gateway to the thumb” of Michigan, is a rural area and the main occupation of the population of the area is farming. Those residents that are not dedicated to working the land are employed in neighboring cities, mainly in the auto industry.

The socio-economic status of the people in our school is to some extent similar to that of the area. We have 12% of students receiving free or reduced lunch.

School Demographics

The population of St. Elizabeth Area Catholic School Young Fives to 8th grade for this 2009-2010 school year that is coming to an end reflects to some extent that of the surrounding community and is broken down as follows:

	Male	Female	Total
Caucasian	32	32	64
Hispanic/Latino	2	1	3
Pacific Islander	1	1	2
Total	35	34	69

Free lunch: 15 % of our students – Reduced lunch: 1.5 %

St. Elizabeth houses Little Bloomers Pre-School for 3 and 4-year-old children, Child Care for Infants and Toddlers to 12 years old, and before and after school Latchkey. There are three children in the pre-3 and 10 in the pre-4.

The school faculty consists of one administrator, five teachers, and one support staff. Little Bloomers child care and latchkey staff consists of one director, one pre-school teacher and five aides.

Faculty & Staff	School	Child Care & Latchkey	Total
Caucasian	6	6	12
Hispanic/Latino	1	1	2

The majority of the students Y5-8 are Roman Catholic and they are members of St. Elizabeth Catholic Church or Catholic Churches in neighboring towns as detailed below:

	Male	Female	Total
St. Elizabeth Parish, Reese	26	17	43
St. Norbert Parish, Munger	2	5	7
Sacred Heart Parish, Caro	4	6	10
Other parishes (Bay City, Buena Vista, Freeland)	2	5	7
Non-affiliated/Non-Catholic	1	1	2
Total	35	34	69

School History

St. Elizabeth Area Catholic School was founded in 1947 as a parish school. It was first housed in a building purchased from the Richville Lutheran Church until 1956 when a new school was built on Center Street. On the occasion of the school's 50th anniversary, a group of visionaries from the parish community saw the need for the construction of a new, more modern school facility that would allow the school to keep preparing students to be inserted in a changing world. In 1998, the present school building was finished.

For a long time, St. Elizabeth School was a parish school and its students were all members of St. Elizabeth Parish. In 2004, the need was found to change the name to St. Elizabeth *Area* Catholic School because the student population changed and students from different area parishes attended school here.

For many years, the school was staffed by Sisters of Mercy. From that moment on, St. Elizabeth Area Catholic School has employed all lay teachers and administrators. In 2001, the school became accredited by the Michigan Association of Non-Public Schools. This is a distinction of quality in education. In April of 2008, the school was re-accredited after a site team reviewed the self study and conducted a three-day-visit to our school. In August of 2009, Little Bloomers started child care for infants and toddlers.

Vision and Goals - Section 3

Vision for St. Elizabeth Area Catholic School's Technology

Based on Christian values, St. Elizabeth Area Catholic School will provide the necessary resources and support to promote in its students, faculty and staff a safe, respectful and responsible use of technology to maximize the teaching-learning process.

Mission Statement for this Technology Plan (updated May 2010)

St. Elizabeth Area Catholic School promotes the use of technology to fulfill its mission and to improve communication with the community and the world, thus creating global awareness and appreciation of other cultures.

Philosophy of Educational Technology

The overall goal of Christian education at St. Elizabeth Area Catholic School is to develop students' knowledge, skills and responsible behavior to take care of God's creation. We are committed to the use of technology as a tool to achieve this goal.

We view technology as a part of the whole learning process and it is integrated across the curriculum. Integration promotes students' understanding of the wide use of technology in everyday life and it also promotes communication among teachers and students and between school, home, and community.

Belief Statements for Technology

- Technology is an integral part of the curriculum.
- In order to prepare students to meet the challenges of an ever-changing world, students must have plenty of opportunities to use technology.
- Technology is a highly important tool to enhance instruction and learning as well as administration and communication.
- Students must use technology in everyday situations.
- Technology will improve school-home connections, communication and collaboration for the sake of our students' well being.
- Technology is another tool to help our students understand other cultures and embrace diversity.
- Technology will support our beliefs about the uniqueness of each student as God's child.
- Students and teachers must use critical thinking to evaluate the impact of technology in society.
- Technology is constantly changing. We understand that new technologies will be a constant challenge and we will do our best to keep up with the changes.
- Effective use of technology across the curriculum requires teacher commitment, initiative and ongoing professional development, with technical support and up-to-date technological tools.

General Goals

The Technology Committee decided to continue the labor started by the School Committee in the area of technology. In order to improve the technology plan and our technological services, the technology goals of the previous plan were reviewed. These goals were considered long-term and were kept as first set, with updates noted in bolded letters:

The Technology Committee will:

- ❖ Review computer lab **and classroom** equipment annually and suggest the assignment of funds for maintenance, updating **and purchasing of new equipment**.
- ❖ Provide alternative ways for teachers to receive technological training.

Students will:

- ❖ Develop technology skills that will allow them to become productive members of a technological world;
- ❖ Improve and develop skills to use technology effectively, ethically and legally;
- ❖ Experience various forms of technology;
- ❖ Achieve the technology standards developed by the Diocese of Saginaw;
- ❖ Use technology to seek information and enhance their understanding;

Teachers and staff will:

- ❖ Prepare students to meet the technological challenges of an ever-changing world so that they may become productive citizens in a global society.
- ❖ Utilize technology as a tool to enhance curriculum and instruction.

- ❖ Integrate technology across the curriculum.
- ❖ Use technology to improve communication between the home, the school and the community.
- ❖ Provide St. Elizabeth students with safe access to the World Wide Web.
- ❖ Model appropriate use of technological tools.
- ❖ Participate in training in the area of technology.

Curriculum Goals

- ❖ **Continue to** integrate technology to enhance the overall development of all our students and fulfill the mission of **our technology plan “offer a safe, respectful and responsible use of technology to maximize the teaching-learning process.”**
- ❖ Improve IOWA and MEAP math test scores through the use of Accelerated Math, Star Math, and Fast Math and other software available in our lab **and our classrooms.**
- ❖ Improve IOWA and MEAP test scores in ELA, **by using Accelerated Reader for Reading and Criterion for Writing as well as other** curriculum-based software such as Oz Reading, Writing Blaster, etc.
- ❖ Use technology to communicate curriculum goals and assessment criteria.

Objectives to Fulfill Goals

In order to fulfill the goals of this technology plan, which in turn allow us to fulfill the mission of the school, we find the need to look at our school priorities before setting our objectives:

- ◆ Quality Education
- ◆ Quality Teachers, Administrator and Staff
- ◆ Safe, Supportive, Nurturing Catholic Environment
- ◆ Strong Family and Community Support
- ◆ Effective and Efficient Operation

Quality Education

Students in St. Elizabeth Area Catholic School receive individualized instruction and small-group learning opportunities. They are encouraged to develop their interests and talents through a comprehensive curriculum.

We believe that technology impacts student achievement and adds value to the education of our students. We want to improve our offerings in this area by expanding the opportunities for the application of information technology across the curriculum.

We are aware that the successful application of technology for learning lies in the curriculum, quality faculty and staff that are prepared to use technology and committed to continuing their education in this area, and a reliable and accessible infrastructure. St. Elizabeth Area Catholic School follows the Diocesan Curriculum and the Reese Public School Curriculum, both based on the Michigan Educational Technology Standards and Expectations.

Quality Teachers, Administrator and Staff

St. Elizabeth Area Catholic School takes pride in its highly qualified personnel who are true professionals, committed to personal and professional growth. The staff and faculty understand that technology plays a key role in our school and society to increase productivity, have access to curriculum and classroom resources, and for communication.

St. Elizabeth Area Catholic School will provide opportunities for staff and faculty professional development to help them become more effective users of technology. To provide for what each individual teacher and staff member needs to become more proficient users of technology, **teachers and staff completed** the following self-assessment to determine each person's needs.

St. Elizabeth Area Catholic School

Faculty and Staff Technology Self-Assessment

Name: _____ Date: _____

Read each statement and rank yourself using the following criteria:

- Does not apply
- Intermediate
- Beginner
- Proficient

	Does not apply	Beginner	Intermediate	Proficient
Basic Skills				
1. Operating a computer system including: • Turning on the computer				
• Installing software				
• Saving files				
• Deleting files				
2. Able to set up and operate peripheral devices: • Scanners				
• VHS/DVD Players				
• CD ROM				
• Printers				
Applications				
3. Utilize application software: • Word Processors				
• Spreadsheets				
• Databases				
• Desktop Publishing				
• Graphics				
4. Integration of application software into curriculum				
5. Use of presentation software.				
Telecommunications				
6. Integration of Internet access into a classroom assignment.				
7. Use of telecommunications: • Send/receive e-mail with documents attached • Access Internet resources				
Multimedia				

8. Use of multimedia to create instructional lessons.				
9. Use multimedia tools:				
• CD ROM				
• VHS/DVD Player				
• Cable in the classroom				
• Digital photograph camera				
10. Integration of multimedia into classroom assignments.				
Related Skills				
11. Application of principles of instructional design to evaluate and select technology tools and software appropriate to a given grade level, subject or varying abilities.				
12. Promotion of ethical and legal behavior in the use of instructional technology.				
13. Knowledge of Diocesan, national and state standards regarding the use of technology.				
14. Use of assisted/adaptive devices for students with special needs.				

Safe, Supportive, and Nurturing Catholic Environment

St. Elizabeth Area Catholic School is committed to providing a safe, supportive, nurturing Catholic environment for our students, teachers, staff and families. Our school is an environment that models and promotes Catholic Christian values, practices and beliefs, starting with the belief that all people have worth, dignity and value. Our students learn to make decisions based on these values instilled at home and at school.

Our students live in a technological era and keeping up with it is a challenge. Yet, the biggest challenge is to be able to use new technologies appropriately and ethically. St. Elizabeth Area Catholic School's Acceptable Use Policy (AUP) states expectations for responsible use of computers and the Internet. The plagiarism policy states the need for students to respect copyright laws and acknowledge the sources of information for their papers by citing and quoting appropriately. This is a sign of respect for others and respect for the property of others, which are expected Christian behaviors.

Our effort to provide a safe environment stems from our knowledge that students learn best when they are relaxed and they feel secure in an anxiety-free atmosphere. We strive to provide a supportive environment for our students and their families, for our staff and our community. Being supportive is one aspect of being a good Christian by being good stewards and evangelizers.

Strong Family and Community Support

At St. Elizabeth Area Catholic School we understand that parents are the first and most important teachers of our students and that it takes a village to educate a child. For the past **63** years, the school has partnered with the parents and the community to provide faith-based education in Reese.

It is with the support of the parents and the **wider** community that St. Elizabeth has been able to improve its offerings in the technological arena. Parents **and members of the community** provide advice and help in policy-making by being part of the School Committee. **Two** parent representatives, **a teacher, a member of another parish and a non-Catholic parent** are part of **the Technology Committee that revised and updated this plan.**

The use of technology has made it easier to communicate with parents via e-mail. Using a web-based system for reporting student progress has also proven successful since its piloting last year. Parents have expressed how easy it is to keep informed of their children's daily progress with *Teacherease*. **The school's new web site is updated weekly - or more often if needed - to keep parents informed.** Parents can have access to calendars, lunch menus, classroom news, **fieldtrip permission forms**, sporting events **and a lot more. Two new families found our school on the Internet this year. As** prospective parents they have checked the web site before coming to visit us and, they have expressed how informative it was. The use of technology tools **has** definitely **improved** information, communication/interactions between home, school, and community. **Parents have the option to receive the weekly newsletter by email. In fact, 45% of the parents received the newsletter in electronic format during this 2009-2010 school year. We have set up a protected Twitter account so parents can follow St. Elizabeth School when we go on fieldtrips or to simply receive reminders or information on school closings due to inclement weather. Twitter was very handy when we went to Washington, D.C. with 7th and 8th grade. The parents that did not**

go could follow the trip all the time and see pictures of their children in the nation's capital.

Effective and Efficient Operation

With the help of **two** dedicated **parents** who volunteer **their** time and talent, our computer lab is kept in operating condition. The programs that students need are installed in all the lab computers. Online Criterion can be accessed from any computer in the school. Students and teachers access online Accelerated Reader, Accelerated Math and Star Math from their classrooms.

Objectives

The following objectives were prioritized in order to achieve the goals set by the School Committee in our school improvement plan as well as to achieve the goals set by the Technology Committee.

General Objectives

- Expand Accelerated Reader program participation by 10% each year:
 - Get children to set AR goals for each marking period.
 - Include AR as part of the reading grade, with a category in the report card. If goal is not met, students will lose half a letter grade (e.g.: B+ would be B)
- Integrate computer skills program into everyday class work:
 - Use of MS Office: Word, Excel, and Power Point for assignments;
 - Use of Internet Explorer or **Mozilla Firefox** to search the World Wide Web;
 - Use Front Page for web design.
 - **Use of scanners and cameras to include pictures in presentations.**
- Because Kindergarten children do not participate in shared time computer classes, pair them up with their prayer buddies at least once per marking period to start

them off in computer technology. The teacher will take them at least once per marking period as well.`

- Each class will use computers across the curriculum at least **twice** every marking period.
- Find about the possibility of getting interns from local colleges to do workshops with the children.
- Update the school's web site at least once **a week**.
- Use the school web site to provide information of events and programs to the school families and the community.

I. Curriculum

I. Curriculum Goals

St. Elizabeth Area Catholic School follows the Diocesan Technology Curriculum and the Reese Public School Curriculum, which are aligned with the Michigan Educational Technology Standards and Expectations. **The Diocesan Curriculum will be updated some time in the next two years. Until then, we will continue to use both.**

Basic Use and Literacy: Students

Educational technology will be integrated into instruction across the curriculum to enhance and facilitate learning with the ultimate goal of getting students to be computer literate by the end of 8th grade. The technology components include:

- Keyboarding
- Word Processing
- Spreadsheets
- Data Base
- Telecommunications
- Multimedia Productions

Basic Use and Literacy: Faculty, Administration and Staff

Faculty and staff will use information technology as a tool to enhance the teaching-learning process **and to improve relationships with families:**

1. To enhance curriculum delivery and assessment.
2. To provide varied learning experiences to the students;
3. To keep grades and inform parents of student progress;
4. To communicate with each other and parents;
5. To manage data;
6. To prepare and present lessons;
7. To prepare newsletters;
8. For bookkeeping;
9. School management: attendance, scheduling, etc.;
10. To make presentations to the community and parents;
11. To access information.

Basic Use Parents and Community

1. Electronic communication with school personnel and members of committees;
2. Access school and classroom websites for calendars, policies, homework assignments, etc.
3. Have access to own children's **daily** progress.

A. Curriculum Integration – Section 4

As stated in the mission statement of this plan, St. Elizabeth promotes the fulfillment of the school mission statement through the integration of technology. Technology is thus a tool to accomplish the development of the whole child. Technology integration can only occur when technology resources and technology-based practices are incorporated into the daily teaching-learning process. St. Elizabeth Area Catholic School meets the technology standards and benchmarks set by the Diocese of Saginaw.

Strategies for Integration

Teachers **will continue to integrate** technology in their classroom in different ways. **They will continue to use** different web sites with their students and they will include them in their blogs/web pages for students to access from home. Following are some examples:

7-8 Grade:

Students will create graphs from tables they create using EXCEL related to data they gather in a Science experiment.

- Geography Resources:

<http://www.targetmarketing.org/course/disciplines/geog.htm>

Students **will continue to use** this web site to do research, which they will then put into a report:

- Map Game: http://www.sheppardsoftware.com/African_Geography.htm

Students improved their map skills and knowledge of African countries by playing this game on line. The results of the tests improved remarkably after they had used this resource. **They will continue to use this web site.**

- Giggle Poetry: <http://www.gigglepoetry.com/>
- Poetry Zone: <http://www.poetryzone.ndirect.co.uk/teacher.htm>
- Fizzy, Funny, Fuzzy: <http://www.fizzyfunnyfuzzy.com/>

Students visited the websites and then wrote their own poems. They participated in a poetry contest and made a poem class book, which they typed and illustrated using Clip Art and Paintbrush. The winning poems were published in a book, which parents could purchase from the publisher. **This is a project that the teacher will continue to involve her students in.**

- [Classzone for Algebra](#)
- [Classzone for Pre-Algebra](#)

These websites have provided students further practice in algebra and pre-algebra.

- Virtual manipulatives: http://nlvm.usu.edu/en/nav/grade_g_3.html
- [Classzone for Global Studies Green Book](#)
- [Classzone for Global Studies Blue Book](#)
- [Classzone for History](#)

These websites go along with our Social Studies books. Students **will keep on using** the information they obtain to create tri-fold brochures **and scrapbooks**.

Students will watch the School House Science Rock DVD as revision for their units.

Power Point Presentations: Students will keep on creating class Power Point presentations on their visits to museums. They will insert the photos they take and research the Internet for further information on the displays, which they will include in their presentations. They will also create individual presentations for book reports.

5-6 Grade:

Students **will create** Power point presentations about an overnight Science Camp they attend for three days every year. **They will insert the pictures they take with digital cameras.** They will present these to parents during one of our Home and School Association meetings.

- Fizzy, Funny, Fuzzy: <http://www.fizzyfunnyfuzzy.com/>
- Giggle Poetry: <http://www.gigglepoetry.com/>
- Poetry Zone: <http://www.poetryzone.ndirect.co.uk/teacher.htm>

Students visited these websites and then wrote their own poems. They participated in a poetry contest and made a poem class book, which they typed and illustrated using Clip Art and Paintbrush. The winning poems were published in a book, which parents had to purchase from the publisher. **This activity will be repeated with different groups of students.**

- Math Advantage: http://www.harcourtschool.com/menus/math_advantage.html
- Quiz Hub: <http://quizhub.com/quiz/quizhub.cfm>
- Cool Math Sites with fun Math Games:
<http://cte.jhu.edu/techacademy/web/2000/heal/mathsites.htm>
- <http://www.mathgoodies.com/puzzles2004/default.html>
- Math Goodies: <http://www.mathgoodies.com/puzzles2004/default.html>
- Virtual manipulatives: http://nlvm.usu.edu/en/nav/grade_g_3.html

Students **are expected to** visit these websites for further practice.

- Geography of the World: <http://www.quia.com/hm/121849.html>
- National Geographic: <http://kids.nationalgeographic.com/kids/>
- Geography sources: <http://www.targetmarketing.org/course/disciplines/geog.htm>
- Jeopardy

Students play spelling games related to geography.

Students **will watch** the Parts of Speech School House Rock DVD as revision.

3-4 Grade:

Students use Math Fact software to practice their facts and for speed.

They are expected to visit Math Café for further practice.

- National Geographic: <http://kids.nationalgeographic.com/>

Students use the information they find and make two Power Point Slides each.

- Science Activities:

<http://www.macmillanmh.com/science/2008/student/na/grade4/index.html>

This interactive website goes along with our Science text. For instance, students can create their own circuits on line and then they reproduce them in class.

1-2 Grade

- Nutrition: <http://www.mypyramid.gov/> Children play games and learn about their nutrition needs.
- Students look for information and type their reports following.
- Children practice typing by typing their spelling words.
- Children use different software in the classroom, such as Leap Ahead for reading and Rabbit Math and Rabbit Reading.
- **This is one of the many websites that the teacher will use for math practice:**
<http://www.ixl.com/math/grade/first/>

Kindergarten:

Since kindergarten students are not offered shared time computer classes, they play educational games in class, such as puzzles, letters, numbers, matching, shapes, etc. They go to the computer lab with their 8th grade prayer buddies to share activities **at least once per marking period. Their teacher will also take them at least once per marking period.**

Examples of lessons incorporated into our curriculum that specifically meet these standards are:

- 1st-2nd grade students learn to open files, save files and print their work using menu commands (METS Grade K-2 Basic Operation and Concepts #8).
- 1st - 2nd grade students produce a computer dictionary about computer parts and terms that describe function or how to care for that part (METS Grade K-2 Basic Operation Concepts #3 and #4).
- 2nd, 3rd and 4th grade students create slide shows using Power Point (METS Grades 3-5 Technology Productivity Tools #1-5).
- Beginning in 3rd grade students save all their work in their M:Drive **and in flashdrives** (METS Basic Operations and Concepts #6).
- All students practice keyboarding every class. They use Type to Learn and play typing games (METS Grades 3-5 Basic Operations and Concepts #5).
- 5th-6th grade students produce several writing assignments using Word that require the use of the Thesaurus and Spell/Grammar Check (METS Grades 3-5 Technology Productivity Tools #1).
- 7th – 8th grade students use the Internet to do research on economics and produce a Power Point detailing career and financial situation. (METS Grades 6-8 Technology Communications Tools #2 and Technology research Tools).
- Social, Ethical and Human Issues are dealt with across all grade levels using “Child Lures” DVD program and Web-Wise Kids materials.

Teachers are self-motivated to incorporate technology within their classrooms. They provide each other lists of websites to visit that might be helpful to achieve their goals.

Teachers also receive lists of websites and programs available to them to enhance their teaching.

To improve technology integration at St. Elizabeth Area Catholic School the following timeline will be implemented:

2010-2011	Students will be involved in at least two cross-curricular assignments/projects per marking period.
2011-2012	Students will be involved in five cross-curricular assignments/ projects per semester.
2012-2013	Students will be involved in three cross-curricular assignments/ projects per marking period.

I. Curriculum

B. Student Achievement – Section 5

As already discussed, technology is and **will continue to be integrated in other curricular areas as explained in section 4.** In addition, some strategies based on research are and will be used. For instance, at the moment students participate in STAR Math testing and will participate in STAR Reading when we **have sufficient funds to purchase the subscription.**

Students will continue to participate in Accelerated Reader online to improve their reading skills. Students will continue to use Criterion online to improve their writing skills. Fast Math will continue to be used to help students learn math facts and recall them more quickly.

Based on the Curriculum of the Diocese of Saginaw, the following time line for student achievement **will remain the same until the new curriculum is developed.** Following student learning continuum, concepts are introduced, practiced and mastered from 1st to 8th grade as detailed in the following tables, where **A** stands for **Awareness**, **P** for **Practice**, and **M** for **Mastery**. Students start by recognizing concepts before moving on to practicing skills until they can use the skills independently.

Our curriculum covers the following areas: Keyboarding, Word processing, Spreadsheet, Database, Desktop Publishing, Telecommunications, Multimedia, Reading and Math. Other areas covered by our curriculum are Technology Literacy and Technology Ethics for all grades.

Keyboarding			
The learner will:	K-2	3-5	6-8
Identify the parts of the computer	A	P	M
Demonstrate understanding of the importance of taking care of technological equipment	A	P	M
Show correct posture while working at a computer station.	A	P	M
Exhibit speed and accuracy when using the keyboard	A	P	M
Utilize numeric keypad to enter numerical data	A	P	M
Locate and use letter, number, function and character keys	A	P	M
Locate and use specific symbol keys	A	P	M
Access pull down menus	A	P	M
Use a mouse to right/left click, highlight, and drag	A	P	M

Word Processing			
The learner will:	K-2	3-5	6-8
Utilize tools necessary for word processing	A	P	M
Define and use tool bars	A	P	M
Demonstrate the management of files	A	P	M
Construct a document using elements of word processing. Use shortcuts and key commands	A	P	M
Proofread documents and Print Preview before printing		A	P
Create headers and footers.		A	P
Utilize business letter format.		A	P

Spreadsheet			
The learner will:	K-2	3-5	6-8
Explore the characteristics of a spreadsheet		A	P
Practice the skills necessary to develop a spreadsheet		A	P
Produce a printout of a spreadsheet		A	P
Add graphics to enhance spreadsheet		A	P
Create a spreadsheet and a) introduce simple formula such as Subtract, Multiply, and Divide and b) introduce simple formatting of cells such as cell width, align columns, bold, center.		A	P
Analyze formulas and their use in a spreadsheet			A
Create graph and introduce formatting of the graph.		A	P

Database			
The learner will:	K-2	3-5	6-8
Create a database			A
Utilize the database in a class activity			A
Manage database			A

Desktop Publishing			
The learner will:	K-2	3-5	6-8
Use proper tools to create a document		A	P
Assemble and compose text		A	P
Develop and modify graphics		A	P
Publish documents		A	P

Telecommunications			
The learner will:	K-2	3-5	6-8
Demonstrate appropriate procedures to access and use the Internet		A	P
Use on-line resources for research		A	P
Take notes from the Internet		A	P
Exhibit appropriate use of copyright laws		A	P
Utilize appropriate etiquette regarding confidentiality and follow Electronic Information Access and Use for Educational Purposes Policy in telecommunications.		A	P

Multimedia			
The learner will:	K-2	3-5	6-8
Identify basic multimedia tools	A	P	M
Design presentation or project	A	P	M
Utilize basic multimedia tools	A	P	M
Create and import images from a variety of sources: Internet, scanner, camera, other programs, drawing or painting.	A	P	M

Reading & Mathematics			
The learner will:	K-2	3-5	6-8
Participate in the Accelerated Reading Program	A	P M	M
Participate in Accelerated Math and Star Math Programs		A P	M

Time Committed to Technology Instruction (Weekly)	
Shared-Time Teacher in Charge of Class	
Young Fives - Kindergarten	None
1 st – 2 nd Grades	90 minutes
3 rd – 4 th Grades	90 minutes
5 th – 6 th Grades	90 minutes
7 th – 8 th Grades	90 minutes

I. Curriculum

C. Technology Delivery – Section 6

The Tuscola ISD provides opportunities for distance learning and conferencing. We have used their facilities for a distance class with another Catholic School. Students played a Literature-based Jeopardy game on “The Chronicles of Narnia.” It is our plan to carry on using these facilities for this purpose and for virtual field trips as well. **Teachers have provided Virtual Field trips for their students in our computer lab and they plan to keep on doing it because of how helpful the experience was. Students had a better understanding of the topic being learned in science after the virtual trip.**

Class teachers and the computer teacher work with the Internet in all areas of the curriculum, including religion. Students are encouraged to use the Internet to search for information and document their sources accurately using MLA style.

Teachers in all classes use VHS tapes and DVDs to complement instruction. They also use overhead projectors, **ELMO document camera**, and computers and LCD **projectors** to enhance student understanding and learning. Students are encouraged to answer the phone in their room and thus develop telephone etiquette and the ability to relay messages.

I. Curriculum

D. Parental Communications and Community Relations – Section 7

As stated in the cover page, St. Elizabeth Area Catholic School’s Technology Plan **is** available to the school and whole community for review in the School Web Site at www.steliz.net and **will be made available** in the teachers’ blogs as follows:

5-6 grade blog at <http://mrsbojosaintelizabeth.blogspot.com>

7-8 grade blog at <http://www.saintelizabeth.blogspot.com>

In the past year, we have worked very hard at improving electronic communication with parents, especially working parents. Sending out our weekly newsletter by email and making it available on the web page has made a huge impact in the improvement of communication with families. We have received very positive feedback in regards to **this and compliments on *Teacherease***, the online grade book and communications systems **keep coming from parents of younger students**

who started using it recently. Starting in November of 2006 we received a free trial of the program. **Since then, we have kept our subscription. It had been our plan to re-evaluate Teacherease and its continuation when this technology plan was reviewed in 2010. Because it has fulfilled our needs and the needs of our school families, we have decided to keep it. We will re-evaluate it again in 2013.**

At Home and School Association meetings, teachers have shown parents how the ELMO document camera was used in class. They also showed parents how Criterion worked and how the children could access the program and work from home.

We **hoped** that by increasing communication with parents in electronic format and through the classroom pages we **would** increase parent involvement to even higher levels. **We have seen improvement based on the number of times parent access Teacherease and classroom blogs.** Teachers have included links to educational websites in their pages/blogs for parents to review. In the weekly newsletter **and the web page,** the administrator has included links to web pages that could be of parental interest, such as links to health web pages and our sports league **as well as links to educational websites.**

Electronic communication is also used between administrator and members of the School Committee, which was involved in the setting of goals for **the previous** technology plan **and with the Technology Committee as well.** The School Committee is made up of parents and parish and area parishes' community members **as well as a non-Catholic parent.** St. Elizabeth, St. Norbert's and Sacred Heart Church are represented in this committee. The School Committee **was** involved in the evaluation of this technology plan as part of the evaluation of our yearly plan for improvement. **The Technology Committee has representation of parents, teachers and wider community as well as other parish communities.**

I. Curriculum

E. Collaboration – Section 8

St. Elizabeth Area Catholic School does not participate in collaboration with adult literacy service providers because we are a private, parochial, tithing- and tuition-based school.

II. PROFESSIONAL DEVELOPMENT

F. Professional Development - Section 9

Basic Use and Literacy: Faculty, Administration and Staff

Faculty and staff use information technology as a tool to enhance the teaching-learning process. Following is a list of ways in which technology is used.

1. To enhance curriculum delivery and assessment.
2. To provide varied learning experiences to the students;
3. To keep grades and inform parents of student progress;
4. To communicate with each other and parents;
5. To manage data;
6. To prepare and present lessons;
7. To prepare newsletters;
8. For bookkeeping;
9. School management: attendance, scheduling, etc.;
10. To make presentations to the community and parents;
11. To access information.

To ensure that the staff and faculty have the appropriate competencies needed to perform their jobs efficiently, St. Elizabeth Area Catholic School **works to:**

1. **Ensure that all staff members are aware of technologies available to provide varied learning experiences to the students and improve student learning:**
 - **Staff members completed a survey** to determine their awareness of technologies available to them, **which was the basis to determine need for faculty professional development in this area;**
 - **Continue to consult and survey faculty and staff to** determine need for **further** technology professional development.
 - Plans for needed professional development **are** discussed during school improvement meetings.
 - Each faculty member **has** set personal goals based on her needs for improvement in the use of technology.

2. **Provide professional development that focuses on integration:**
 - Provide in-service time for teachers during the school day. St. Elizabeth Area Catholic School **has** dedicated **one** professional development day to conduct whole/small group training with the teaching staff **and will increase the time devoted to professional development every year.**
 - Provide integrated staff development.
 - **Continue to** work with teachers to determine areas of need **as new technology is made available to them.**
 - Familiarize staff members with technology related terminology.
 - Instruct staff on the operation of school computers and installed software.
 - Demonstrate basic troubleshooting techniques related to a computer system.
 - Enhance class work through use of technology.
 - Operate electronic mail and web browser applications for online communication.
 - Combine data management with grading and record keeping.
 - Become confident users of *Teacherease* for grade keeping and informing parents of student progress.

3. **Offer time, scheduling and resources for technology professional development as funds become available.**
 - Hiring a professional technology/media resource person to serve the school is out of our possibilities. However, St. Elizabeth will offer staff and faculty other opportunities for training. These may include:
 - a. workshops facilitated by more capable and experienced staff;
 - b. participating in offerings by the Tuscola Intermediate School District, colleges and universities;
 - c. Michigan Learn Port;
 - d. collaboration with other Catholic schools;
 - e. attending MACUL and MANS conferences.

4. **Organize professional development into staff training plans:**
 - Assess the technology skill stage of each staff and faculty member and compare each person's results to determine growth. **This is done at the end of each school year.**
 - Staff training in technology will focus on enhancing the delivery of instruction and on learning how to use curricular and application software. **First professional development is always scheduled for the second day that teachers are back before school starts.**

5. **Promote faculty and administration awareness of state and national standards addressing technology competencies for teachers, administrators and other relevant educators:**

In order to create an awareness of state and national standards addressing technology competencies for teachers, administrators and other relevant educators, St. Elizabeth Area Catholic School **uses** the following as guidelines:

- Collaborative TSSA (Technology Standards for School Administrators): a national consensus regarding what an administrator should know and be able to do to optimize the effective use of technology.
 - NETS for Teachers.
6. **The following ideas were considered and those in bolded letters were already implemented and will continue to be implemented too:**
 - Plan sessions at a variety of time and locations including summer, **after school, or professional development days.**
 - Yearly subject-specific in-service for the integration of technology into each grade curriculum.
 - Coordinate training with neighboring school districts or **other Catholic Schools of the Diocese of Saginaw for the 2010-2011 school year.**
 - Provide effective trainers/presenters to assist in technology growth.

- **Encourage visits to other schools to see technology use in everyday life.**
- **Offer training as new equipment becomes available.**

II. Professional Development

G. Supporting Resources - Section 10

St. Elizabeth Area Catholic School works and will work with a variety of resources to update and improve technology use. The administrator has already included technology integration and technology use in the teacher evaluation process.

- The Computers teacher meets with the classroom teachers to discuss topics the students are working on in class that can be extended in the computers class.
- Our volunteer Technology Support keeps in touch with teachers via e-mail, telephone and meets with them after school hours as needed.
- MACUL newsletter is made available to all teachers; **at least one teacher attends the conference every year.**
- Online subscription to Enchanted Learning is available to teachers.
- Cable in the Classroom Magazine is distributed to teachers who make plans to video tape interesting programs that are broadcast at a time when school is not in session.
- Manuals related to the software in the classroom computers are available in the teachers' lounge and office. Manuals related to software in the computer lab are available in the computer lab.
- Teachers have access to the Diocesan Video Learning Library for Religion.
- Through our ISD, teachers have access to programs for students with learning disabilities.
- Teachers have access to online journals through our local university.
- Technology support for science classes is available through the Regional Educational Resource Center in our local university.
- Teachers have access to Michigan LearnPort for online professional development.
- Teachers keep their own web pages/blogs and they update them every day.

III. Infrastructure, Hardware, Technical Support, and Software

H. Infrastructure Needs/Technical Specifications, and Design - Section 11

This Technology Plan has been designed with the purpose of ensuring that students and staff have increased access to technology. Equipment will **continue to** be purchased as funds become available. In order to compensate for the lack of funds, we will apply for grants and will look into community programs such as “Computers for Learning” recycling program and partnerships to obtain more updated equipment. Software will be purchased and updated as needed and as funds become available. **We received donations for our Computer Lab fund that were used to update the computers in the lab and obtain our own server. More donations were received recently that will allow us to purchase two ELMO document cameras and LCD projectors, as well as new printers to replace the older ones in the classrooms.**

Current Situation of School Technology

Computer Lab

It was not until 2004 that St. Elizabeth had its own Computer Lab. We **still** have a 1-1 ratio for our computer classes. Our lab has 26 computers, a laser printer, and an LCD projector, **which is now property of St. Elizabeth.** Computer classes are in charge of a shared-time teacher from the public school.

Technical Support

Two highly dedicated **parents** offer **their** time and talent by volunteering to keep the lab in good running condition. **They** also provide the technical support we need both in the in the classrooms and the offices. Both these parents are knowledgeable in Computer Technology and it is their line of work. As parents they are concerned about their children’s safety when using the Internet, so they make sure that the filters are working properly to protect the children from obscene material, childhood pornography and any other harmful material. Our dedicated volunteers monitor the websites visited by students and staff.

Current Components in the Computer Lab

At the moment, the lab consists of the following components:

- **Dell PowerEdge 1750 Dual 3.2 GHz Xeon 1U Rackmount Server.**
- **CNPro-Biz-0215 Web Filter** and Proxy running within a VM - <http://opensource.censornet.com/>
- **Off-lease Dell PowerEdge 1750 Dual 3.2 GHz Xeon 1U Rackmount Server**
- Collection of 26 **off-lease HP Compaq Business dc5000 P4 3.0 GHz Small Desktop**
- **Windows XP** Operating System
- **Microsoft Office 2003**
- **Internet Explorer 6**
- **Mozilla Firefox**
- **Hewlett Packard Laser Printer**

Components in the Classrooms

Grade	Computers	Printers	Accelerated Math Scanners
K	2	1: Inkjet	
1-2	1	1: Inkjet	
3-4	2	1 Laser	1
5-6	2	1: Ink Jet 1: Ink Jet with scanner	1
7-8	1	1: Laser	1

Computers in the Library

There is a new (to us) **off-lease** computer in the library that is used for the new **Alexandria V** automated library system. This computer is connected to the Internet with a wireless connection. The computer is protected with a password to which only teachers and volunteers have access. Since we purchased online **Accelerated Reader Enterprise**, the library computer is no longer used for AR testing. Students use classroom computers and **NEO2** laptops to take AR tests.

Parental Views on our Technology Services

In 2006-2007, a Parent/Guardian Satisfaction Survey was sent out to the school families as part of our commitment to improve. We value parents' input and consider it when designing our improvement plan. The 2006-2007 survey was completed by 58% of the families. There was great parental satisfaction in all the areas except technology, so the School Committee saw the need to address this area of technology in the strategic plan and improvement plan. The table below depicts the results of parental satisfaction of technology services at St. Elizabeth Area Catholic School on a scale of 1 to 5, where 1 means not satisfied and 5 very satisfied.

Technology Services		1	2	3	4	5
1	There is adequate computer technology in the school		8%	24%	28%	40%
2	Child/children are learning what I expect them to			28%	28%	44%
3	Computer use is a part of classroom/homework assignments			20%	32%	48%
4	How satisfied are you with the overall technology services of the school?			20%	4%	76%

Parents view that teachers do what they can with the technology available to them at the moment as marked by 76% satisfaction. However, there is a great need to improve the computer technology in order for the children to learn what parents and our Diocese expect them to learn.

The same survey was sent out again in March 2010. Not as many families returned the survey, thus the results are expressed in amount of families, not percentages. Only 13 out of 44 families answered. Some families did not answer these questions because their children were in young fives or kindergarten; therefore, they are not as involved in the use of technology.

Technology Services		1	2	3	4	5
1	There is adequate computer technology in the school		1		5	7
2	Child/children are learning what I expect them to		1		2	9
3	Computer use is a part of classroom/homework assignments		1	1	2	7
4	How satisfied are you with the overall technology services of the school?		1		4	7
						32

Technology Needs

St. Elizabeth Area Catholic School has very high expectations of their students and their teachers. In order to fulfill the mission of the school, it is important that students and staff be provided with reliable, updated technologies and necessary training to achieve their goals. To improve our offerings, we need:

- To purchase new ELMO document cameras and LCD projectors for 3-4 and 5-6 grade.
- To purchase new computers for some of the rooms, as well as new printers.

The following timeline depicts our needs and our plan to improve our technology in the next three years:

K-8 Timeline			
Equipment	2010-2011	2011-2012	2012-2013
Software	Use the software available at the moment	Upgrade software as needed	Continue to upgrade software.
Computers	Purchase a laptop for the principal. Purchase a new computer for the 7 & 8 -grade teacher.	Purchase 2 laptops for 3-4 and 5-6 grade teachers to use with the ELMO document cameras.	Purchase laptops for K and 1-2 grade teacher.
Printers	Purchase new printer for Principal's Office and move hers to the library. Move the laser printer from the library into the 1-2 grade classroom. Clean all printers.	Purchase a color printer for 7-8 grade. Clean all printers.	Purchase a color printer for 3-4 grade. Clean all printers.
On-Line Contracts	Renew online contracts: Renaissance Learning for Star Math and Accelerated Math for grades 3 to 8; Accelerated Reader; <i>Teacherease</i> ; Criterion.	Renew online contracts: Renaissance Learning for Star Math and Accelerated Math for grades 3 to 8; Accelerated Reader; <i>Teacherease</i> ; Criterion. Look into purchasing Star Reading.	Renew online contracts: Renaissance Learning for Star Math and Accelerated Math for grades 3 to 8; Accelerated Reader; <i>Teacherease</i> ; Criterion.
Scanners	Purchase one Accelerated math scanner for the 3 –4 grade classroom.	Purchase scanner for the computer lab. Integrate the use of the scanner in the computer lab into the curriculum.	Purchase a scanner for 7-8 grade.
Digital Projectors - Graphic Boards - ELMO	Purchase ELMO document cameras and LCD projectors for the 3-4 and 5-6 grade classrooms.	Look into purchasing a Smart Board.	Purchase ELMO document cameras and LCD projectors for the 1-2 and kindergarten classrooms.
Digital	Purchase a digital camera for the		

Cameras	kindergarten classroom.		
Digital Video Cameras	Plan for the integration of digital video across the curriculum for the next three years.	Integrate digital video across the curriculum.	Integrate digital video across the curriculum.
Televisions VCRs/DVDs	Continue to use them across the curriculum for presentation and support.	Continue to use them across the curriculum for presentation and support.	Continue to use them across the curriculum for presentation and support.
Cable TV	Use cable TV for classroom support at least once per marking period.	Use cable TV for classroom support at least once per marking period.	Use cable TV for classroom support at least once per marking period.
Technology Support	Keep on-going training, especially for new equipment. Provide support for integration across curriculum.	Provide on-going training for teachers and support staff.	Provide on-going training for teachers and support staff.

Interoperability

The Technology Committee will suggest new purchases to ensure compatibility with existing technology. Teachers and staff may suggest equipment needed, but the Technology **Committee** will assess the technical specifications of all purchases **and will give their advice to the principal.**

III. Infrastructure, Hardware, Technical Support, and Software

I. Increase Access - Section 12

As stated before, the Tuscola ISD helps us offer assistive technologies for students with special needs, such as electronic spellers. They have also offered a computer program on a trial basis. If it works, we will then purchase it for one of our students. **Reese Public Schools will make certain remedial programs available to our students who need support.**

To increase parental access to Teacherease, we would like to have a computer available to them in the lobby. This is **still** under consideration.

When we replaced our computers last year, we made the older ones available to our students and community members that did not have one. We also made printers available to them. It is the school's plan to provide the principal and the teachers with laptops as soon as funds become available. This is considered in the timeline.

IV. Funding and Budget

J. Budget and timetable - Section 13

St. Elizabeth Area Catholic School realizes the importance that technology has in the education of its students. However, it is impossible at this time to have a qualified person on staff that will coordinate the implementation of this Technology Plan. We are very lucky to have knowledgeable parents of our students who have volunteered to provide the technical support and coordinate with the principal so that the timeline is met and the plan is effectively put into action. Our funds are limited; however, we project that in the next three years we will need the funds detailed below:

Projected Expenses	2010-2011	2011-2012	2012-2013
Software	\$800.00	\$800.00	\$800.00
Computers	\$1,000.00	\$1,100.00	\$1,200.00
Printers	\$400.00	\$120.00	\$120.00
On-Line Contracts: AR-AM- Teacherease Internet Access	\$3,900.00	\$3,900.00	\$3,900.00
Filters	\$400.00	\$400.00	\$400.00
Scanners	\$460.00	\$180.00	\$180.00
Digital Projectors - Graphic Board - ELMO	\$2,450.00	\$3,000	\$1,200.00
Digital Cameras	\$150.00		
Digital Video Cameras			
Televisions VCRs/DVDs			
Cable TV	Free	Free	Free
Software Licenses	\$600.00	\$600.00	\$600.00
Professional Development	\$1,000.00	\$1,000.00	\$1,000.00
Totals	\$10,160	\$10,100.00	\$8,400.00

IV. Funding and Budget

K. Coordination of Resources - Section 14

Future funding to assure sustainability will come through tuition, parish support, student technology fees, and fundraising activities. We will actively seek grant support for additional technology funding. A portion of the proceeds of the Bishop's Charity Ball is assigned to the Technology Fund every year.

St. Elizabeth Area Catholic School has a very supportive parish and wider community. In the past two years, we have received numerous very generous donations that have allowed us and will allow us to purchase new equipment and thus keep improving our technology. We have also done some fundraising for specific items, such as printers. We also have an endowment fund that keeps growing. Some of the funds will be used to fund our technology plan investment for the next three years.

V. Monitoring and Evaluation

L. Evaluation - Section 15

St. Elizabeth Area Catholic School **evaluates** the Technology Plan yearly. We **also evaluate** the fulfillment of our timeline and we **focus** on our students' ability to meet the grade level expectations of our curriculum with the technology available to them. After the evaluation we determine our **students' need for re-teaching, further practice and future needs. With the information gathered, we make remedial plans and plan for the needs of those who exceeded the goals.** We also assess how technology is applied across the curriculum.

The computer teacher is responsible for the assessment of our students' achievement at the end of each marking period. Unmet goals are re-evaluated after remedial teaching. SEACS's teachers are responsible for the assessment of students' use of technology across the curriculum and for their own involvement of students in such activities.

At the end of each school year, teachers complete the following use of technology self-assessment to determine professional development needs in cross-curricular integration of technology. The principal is responsible for organizing

professional development for the beginning of the following school year to address teachers' unmet goals.

Use of Technology Assessment

Teacher: Grade/s: Date:

Subject Area	Computer Lab	Class Computer	Home Computer	LCD Projector	Computer Software	Internet Resources	Digital Camera	VCR/ DVD
Religion								
ELA								
Science								
Social Studies								
Art								
Music								
Math								
Physical Education								
Other								

Are there any reasons for not using any of the above across the curriculum?

What concerns do you have?

List needs.

V. Monitoring and Evaluation

M. Acceptable Use Policy - Section 16



Internet is a vast, global network, linking computers, schools, science labs, and other sites. Through Internet, one can communicate with people all over the world through a number of discussion forums, as well as through electronic mail. In addition, many files are available for downloading on the Internet, many of which are of educational value. Because of its enormous size, the Internet's potential is boundless. It is possible to speak with everyone from prominent scientists to world leaders to a friend in college. However, with such great potential for education also come some potential for abuse and unsafe use. It is the purpose of the following guidelines, as well as the contract for Internet use, to make sure that all who use Internet, both students and faculty, use this

valuable resource in an appropriate manner. **Following *The Children's Internet Protection Act*, St. Elizabeth Area catholic School has purchased filters that block all access to inappropriate web sites or web sites that could be harmful to our students. Our concern is such that the filter we recently purchased even blocks access to some educational websites, which have to be bypassed by our technology advisor in order to access them.**

Acceptable Use of Technology Policy

All users will be issued a network user account and password, which must be used each time a computer is used. Anyone unsure of his/her account information can request the information from the office. **Users are not allowed temporary access via another user's account.**

The most important prerequisite for someone to receive a network account is that he/she will take **full responsibility for his/her own actions**, and live up to the consequences if he/she fails to do it. St. Elizabeth Area Catholic School, along with other organizations that make up the St. Elizabeth Area Catholic School network, will not be liable for the actions of anyone connecting to the Internet through this hook-up. All users shall assume full liability –legal, financial, or otherwise– for their actions.

In addition, St. Elizabeth Area Catholic School takes no responsibility for any information or materials that are transferred through St. Elizabeth Area Catholic School Network.

Because of the size of the Internet, many kinds of materials eventually find their way onto the system. Should a user happen to find materials, which may be deemed unacceptable while using his/her St. Elizabeth Area Catholic School Network account, he/she shall refrain from downloading this material, and shall not identify or share the location of this material with other students. **Any materials found to be inappropriate and unacceptable must be reported to the teacher immediately.** Be aware that the transfer of certain kinds of materials is illegal and punishable by fine or jail sentence.

The primary purpose of the Network connection provided at St. Elizabeth Area Catholic School is educational. It is essential that all users of this connection understand this purpose. Therefore, St. Elizabeth Area Catholic School has the right to ask anyone using this connection for non-educational purposes to log off at any given time. Failure to

abide by these regulations shall result in suspension of the Internet account, pending administrative review.

St. Elizabeth Area Catholic School makes no guarantees, implied or otherwise, regarding the reliability of the data connection. Neither the St. Elizabeth Area Catholic School nor the sponsor organizations shall be liable for any loss or corruption data resulting while using the Network connection.

Computers as well as user accounts are the property of St. Elizabeth Area Catholic School. St. Elizabeth Area Catholic School reserves the right to examine all data stored on the machines and on the network to make sure that all users are in compliance with these regulations and, above all, to make sure that our students are safe on the Internet.

No user shall use this Internet link to perform any act that may be construed as illegal, unethical, or unacceptable, including the use of the link to gain unauthorized access to other systems on the Internet.

St. Elizabeth Area Catholic School strongly condemns the illegal distribution of software, otherwise known as pirating. Any users caught transferring such files through the Network and any whose accounts are found to contain such illegal files shall immediately have their accounts permanently revoked. In addition, all users should be aware that software piracy is a federal offence and is punishable by fine or imprisonment.

Computers are configured by St. Elizabeth Area Catholic School and are not to be changed without proper authorization. Unacceptable uses of computers include, but are not limited to, the following: unauthorized chat rooms, unauthorized use of electronic mail, any and all pornographic material, inappropriate use of instant messaging, including Novell, any material deemed threatening or violent, or plagiarism of copyrighted materials.

No user shall change the configuration of the computers in school unless otherwise authorized in writing by an instructor. Failure to do this will result in revocation of computer use for the remainder of the school year. If a user accidentally erases a program or changes the configuration of a computer, he/she shall notify an instructor immediately.

Finally, users should keep in mind that when they use the Internet, they are entering a global community, and any actions taken by them will reflect upon the school system as a whole. As such, all users must behave in an ethical, legal and Christian manner.

The St. Elizabeth Area Catholic School administration reserves the right to change these rules at any time without notice.



Contract Regarding the Use of St. Elizabeth Area Catholic School's Computers

I, _____, accept and agree to abide by the following rules. I agree to abide by all rules that are listed in the Guidelines for Computer Use. I realize that the primary purpose of the school network connection is educational, and that as such, educational purposes shall take precedence over all others. I agree not to participate in the transfer of inappropriate or illegal materials through the school network connection. I realize that in some cases, the transfer of such material may result in legal action against me.

I agree not to allow other individuals to use my account for **any** computer related activities, nor will I give anyone my password. I release St. Elizabeth Area Catholic School from any liability or damages that may result from the use of the Network Connection. In addition, I will accept full responsibility and liability for the results of my actions with regards to the use of the Network. I release the school and related organizations from any liability relating to consequences resulting from my use of the Network. I realize that the use of the Network is a privilege, not a right. I understand that unacceptable behavior may lead to penalties including suspension or revoking of account, disciplinary action, and/or legal action.

Printed Name _____

Signed _____

Date _____

The following section need only be signed if the applicant is under eighteen years of age. As the parent/guardian of the above student, I have discussed with my son/daughter and agree to accept all financial and legal liabilities that may result from my son/daughter's use of the St. Elizabeth Network Connection.

Printed name _____

Signed _____

Appendix

Yearly Evaluation

2007-2008

2008-2009

2009-2010

Technology Plan Yearly Evaluation: 2007 - 2008

Accelerated Reader Program:

- 95% of the students met the goal of increasing AR participation by 10%.
- Teachers provided our library volunteers with lists of books and tests that they wanted for their students.
- AR was included as part of the Reading Grade. Students who did not meet their AR goal lost half a letter grade in Reading.

Computer Skills

- 7 & 8 grade students paired up with their kindergarten prayer buddies and worked together in the computer lab. The older students started them off by logging in and playing different educational games.
- Students in grades 3 to 8 used computers across the curriculum at least once every marking period. They did a lot of research on the Internet for their religion class, social studies and science. They typed their spelling words and they also typed reports. They made Power Point presentations about a field trip.
- Students in grades 1 & 2 typed their reports on saints. They played Leap Math and Leap Reading games.
- Kindergarten children used Leap Frog. They also played letter, number, and shape games on the computer.

Web Page

The parent that had volunteered to update our web page regularly changed jobs and could not go on doing it. Teachers in grades 3 to 8 set up their own class pages or class blogs to keep parents informed of homework and class assignments that are due. They also included photographs of the students at work and having fun at recess and special events

Basic Use and Literacy: Students

Students worked on keyboarding, word processing, and 5 to 8 grade students also used spreadsheets and prepared Power Point presentations.

Basic Use and Literacy: Faculty and Staff

- Faculty provided their students with varied learning experiences in information technology.
- Teachers in 3 to 8 grade kept grades on line with *Teacherease*, allowing parents to check on the daily progress of their children.
- Parents and faculty and staff kept communicated via email and made use of the communications part of *Teacherease* for this.
- Teachers of all grades, Young Fives to 8th, managed students' report cards using computer technology.
- Two teachers emailed their weekly plans to the principal.
- All teachers sent the secretary their weekly newsletter information by email.
- The secretary took a computer class in Davenport University and she improved the presentation of the newsletter.
- The Secretary used Quickboks for all the book-keeping needs, including printing checks.

K-8 Timeline Evaluation 2007-2008	
Server	We used Reese Public School server as part of our Shared time Contract with them.
Software	We used the software that was available to us through Reese Public Schools.
Computers	We received a donation of 11 computers through the "Computers for Learning Program." These second hand computers were placed as followed: 1 in each classroom (total of 6), 1 in the Family Room, 3 in the office, and 1 in the child care classroom. A new computer was purchased for the 5 & 6-grade teacher together with a flat-screened monitor.
Printers	A new HP Photosmart C 6180 All-in-One printer was purchased for the Principal's Office. One HP Laser Printer was purchased for the 5 & 6 grade room. Printers were cleaned.
On-Line Contracts	We renewed our online contract with Renaissance Learning for Star Math and Accelerated Math for grades 3 to 6. We purchased the Accelerated Math library for 7 & 8 grade and the Star Math Program too. We renewed our online contract with <i>Teacherease</i> .
Scanners	We purchased one Accelerated Math scanner for the 5 & 6 grade classroom.
Digital Projectors	We used the LCD projector property of RPS for the computer classes. Teachers in grades 3 to 8 used it across the curriculum at least once every marking period.
Digital Cameras	Teachers used the school digital camera to decorate rooms and halls. They used it to make picture schedules and to provide visual support for children in preschool, kindergarten and child care and children with special needs in other grades. Students used pictures they took in brochures they made and in posters.
Televisions VCRs/DVDs	Teachers used DVDs and VCRS in their Science, Social Studies, Religion and ELA classes. We purchased a High Definition television set for the Family Room.
Cable TV	Cable TV is provided to us via a donation of a parish member who pays our bills. Teachers recorded some programs of their interest that were broadcast at times when school was not in session.

Technology Support	Teachers completed a self-assessment of their abilities in computer technology. One of the teachers attended the MACUL Conference. The more computer-savvy assisted the less computer-savvy when they needed help.
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Technology Plan Yearly Evaluation: 2008 - 2009

Accelerated Reader Program:

- 95% of the students met the goal of increasing AR participation by 10%.
- Teachers provided our library volunteers with lists of books and tests that they wanted for their students and new books and tests were purchased.
- AR was included as part of the Reading Grade. Students who did not meet their AR goal lost half a letter grade in Reading.

Computer Skills

- 7 & 8 grade students paired up with their kindergarten prayer buddies and worked together in the computer lab. The older students started them off by logging in and playing different educational games.
- Students in grades 3 to 8 grade used computers across the curriculum at least once every marking period. They did a lot of research on the Internet for their religion class, social studies and science. They typed their spelling words and they also typed reports. They made Power Point presentations about field trips and their families.
- Students in grades 1 & 2 typed their reports on books read. They played Leap Math and Leap Reading games.
- Kindergarten children used Leap Frog. They also played letter, number, and shape games on the computer.

Web Page

Keeping our web page updated is still a struggle. Teachers in grades 3 to 8 set up their own class pages or class blogs to keep parents informed of homework and class assignments that are due. They also included photographs of the students at work and having fun at recess and special events

Basic Use and Literacy: Students

Students worked on keyboarding, word processing, and 5 to 8 grade students also used spreadsheets and prepared Power Point presentations.

Basic Use and Literacy: Faculty and Staff

- Faculty provided their students with varied learning experiences in information technology.
- Teachers in 3 to 8 grade kept grades on line with *Teacherease*, allowing parents to check on the daily progress of their children.
- Parents and faculty and staff kept communicated via email and made use of the communications part of *Teacherease* for this.
- Teachers of all grades, Young Fives to 8th, managed students' report cards using computer technology.
- Two teachers emailed their weekly plans to the principal.
- All teachers sent the secretary their weekly newsletter information by email.
- The secretary took a computer class to improve her understanding and use of Quickbooks.

K-8 Timeline Evaluation 2008-2009	
Server	An off-lease Dell PowerEdge 1750 Dual 3.2 GHz Xeon 1U Rackmount Server was purchased.
Software	We used the software that was available to us through Reese Public Schools and purchased Fast Math and other curricular software.
Computers	26 off-lease HP Compaq Business dc5000 P4 3.0 GHz desktop computers running on Windows XP were purchased for the computer lab and 1 for the principal's office with 2GB RAM. They all have Office 2003.
On-Line Contracts	Internet access provider continues to be the same. We kept AM and Star Math and Teacherease.
Scanners	We purchased one Accelerated Math scanner for the 5 & 6 grade classroom.
Digital Projectors	Reese Public Schools transferred the property of the digital projector to St. Elizabeth.
Digital Cameras	We received the donation of a Sony Cybershot DSC-H2 digital camera. We purchased a 2GB memory card.
Televisions VCRs/DVDs	6 new DVD/VCR combos were purchased (1 for each classroom and 1 for the family room).
Cable TV	Continues to be free.

Technology Support	Teachers completed a self-assessment of their abilities in computer technology and the use of technology across the curriculum. One of the teachers attended the MACUL Conference. The more computer-savvy assisted the less computer-savvy when they needed help.
Flat screen monitors	4 were donated (1 for each classroom) - 26 were purchased for the computer lab.

Technology Plan Yearly Evaluation: 2009 - 2010

Accelerated Reader Program:

- Every marking period, teachers and students set up goals for AR. If students met the goals they received a reward. If they did not meet their goal, they lost half a grade in reading. If they exceeded their goal by at least 50% they were rewarded.
- 96% of the students met the AR goal set by the teachers in the last marking period.
- Of the 55 out of 57 students that met their goals, 27 students exceeded their goal by at least 50%.
- Purchasing the online subscription to AR allowed for students to take tests in their classrooms, keeping them highly motivated.

Basic Use and Literacy: Students

- 7 & 8 grade students paired up with their kindergarten prayer buddies once again and worked together in the computer lab. The older students started them off by logging in and playing different educational games.
- Kindergarten students went to the computer lab with their teacher at least once every marking period as well.
- Kindergarten students had a computer center available to them to play educational games.
- Students in grades 3 to 8 grade used computers across the curriculum at least once every marking period.
- Students did a lot of research on the Internet for their religion class, social studies and science.
- Students typed their spelling words.
- Students in grades 1 and 2 typed their book reports with the help of their 5-6 grade buddies.
- Students took pictures in their fieldtrips and inserted them in documents to produce presentations with Power point.

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- Students in grades 7 and 8 created Power Point presentations about their visit to a museum.
- Students in grades 5 and 6 created Power Point presentations about field trips.
- Students in grades 1 and 2 created Power Point presentations about them and their families.
- Student sin grades 3 and 4 created Power Point presentations about a person they researched.
- Students in grades 1 & 2 typed their reports on books read. They played Leap Math and Leap Reading games.
- Kindergarten children used Leap Frog. They also played letter, number, and shape games on the computer.
- Students practiced typing skills and spreadsheet skills by helping teachers with classroom inventories.
- All students learned how to use the scanner in the library.
- 8th grade students were involved in scanning all the books in the library to keep inventory.
- Students in grades 1 to 8 took AR tests on line.
- Students in grades 3 to 8 practiced Math Facts in the classroom and they participated in an online competition.

Basic Use and Literacy: Faculty and Staff

- The principal prepared Power Point presentations for professional development.
- All the staff participated in the training for “Criterion,” the online writing program that we purchased this year.
- One teacher attended MACUL conference.
- Teachers completed a self-assessment of their abilities in computer technology and the use of technology across the curriculum.
- The more computer-savvy assisted the less computer- savvy when they needed help.
- All teachers prepared electronic report cards.
- Teachers in grades 3 to 8 presented progress reports and grades on line.
- The school newsletter was published in the web site and emailed to parents that signed up to receive it in electronic format.
- The school set up a Twitter account to keep parents informed.

Web Page

The principal designed and set up a new web site with all the information parents and prospective families need on the day to day running of the school.



St. Elizabeth Area Catholic School

"Inspired by the Holy Spirit, we are committed to Gospel values and discipleship."

12835 E. Washington Rd. Reese, MI 48757 Phone: (989) 868-4108 Fax: (989) 868-0060

[Home](#) [Calendar](#) [Lunch Menu](#) [Teacherease](#) [St. Elizabeth Parish](#) [Newsletter](#)

Prospective Families
Pre-K - 8
Childcare & Latchkey
Sports
Home & School
Student Council
Fieldtrips
Alumni
Links
Contact us
Student Handbook
Technology Plan
Events

Happy summer! We look forward to seeing our students on September 7th!

Registration is Open for 2010- 2011

Follow us on Twitter! www.twitter.com/seacschool

Scholarships and Financial Aid for 2010-2011

[Joan Rupp Memorial Fund](#)
[Bishop's Ball Fund](#)

Golf Adventure

Saturday, August 7, 2010
Vassar Golf & Country Club
8:30 a.m. Shotgun Start
Scramble Format, 18 holes,
Four person teams.
Set up your own foursome or we'll do it for you.

Dinner only: \$15.00
Registration deadline: July 26, 2010
Prizes, prizes, prizes!
Win \$10,000 with a hole in one.
Cash prize for 1st place.
Mixed, Women and Men's teams.
For more information or registration form:
Call the parish office, 989-868-4051 or
Larry Morel, 989-868-4009.

7th & 8th Grade Washington, D.C. Trip



8th Grade Liturgy with Bishop Cistone



Saint Elizabeth Catholic School

2,773 books read
42,719,046 words read

This School Year All Grades

Recently Read Books

Oh, the Places You'll Go!
by Dr. Seuss

Accelerated Reader

Small enough to care. Big enough to make a difference.

K-8 Timeline Evaluation 2009-2010

Server	An off-lease Dell PowerEdge 1750 Dual 3.2 GHz Xeon 1U Rackmount Server was purchased.
Filter	We purchased a new filter.
Software	With the proceeds of our Book Fair, we purchased educational software for all ages: Little Bill Thinks Big, Brain Play, I Spy Brain Building and Type to Learn. We used the software that was available to us through Reese Public Schools and also purchased Fast Math.
Computers	An off-lease HP computer was purchased for the Business Manager's office. Two NEO2 laptop computers were purchased for our 5-6 grade after a trial period.
Printers Printers with scanners/ photocopier	Printers were cleaned. A new HP 1600 printer was purchased for the library and a Cannon IP 2600 color printer was purchased for the kindergarten room. An HP LaserJet P2035 printer was purchased for the secretary and one for the childcare director. A printer with scanner was purchased for the 5-6 grade classroom.
On-Line Contracts	Internet access provider continues to be the same. We kept AM and Star Math and Teacherease. We updated AR to online version. For 3 rd through 8 th grade, we purchased the subscription for "Criterion" an online writing program.
Scanners	We purchased one Accelerated Math scanner for the 5 & 6 grade classroom. A bar code scanner was purchased for the library.
Digital Projectors	We purchased a digital projector and an ELMO document camera for the 7 th and 8 th grade classroom.
Digital Cameras	We received the donation of a Sony Cybershot DSC-H2 digital camera. We purchased a 2GB memory card.
Digital Video Cameras	We purchased a JVC Everio Camcorder with 60 GB and 40 X dynamic zoom and received the donation of the case for the camera.
Televisions VCR/DVD players	6 new DVD/VCR combos were purchased (1 for each classroom and 1 for the family room).
DVD	New DVDs were purchased with the profits of our Book Fair.
Cable TV	Continues to be free. Teachers recorded some programs of their interest that were on at a time when school was not in session.
Flat screen monitors	None were needed.
CD players	3 CD players were purchased to replace older/broken models for preschool, kindergarten and 7 th - 8 th grade.
Library Automated System	We purchased "Alexandria .5" automated system for our library.
Phone Service	It remained the same. One line was moved from the copy room to the new 7-8 grade room.
Sound System	We purchased a new sound system with two 1500 watt speakers and 6 microphones.