



Alan Wohlstetter &lt;alan@charterschoolrenewal.com&gt;

---

**RE: URGENT: E-Rate Form 479 - CIPA COMPLIANCE - DATE SENSITIVE**

1 message

---

**Sean Moore** <Sean.Moore@ffa.k12.de.us>

Tue, Dec 2, 2014 at 4:44 PM

To: "Buck Kay R." &lt;kay.buck@state.de.us&gt;

Cc: "Buck Kay R." &lt;kay.buck@state.de.us&gt;, Daniel Farslow &lt;dfarslow@e-ratecentral.com&gt;

Good Evening Kay,

Please see the attached E-Rate Form 479 for Family Foundations Academy. Let me know if you have any questions.

Thanks,

*Sean P. Moore***Family Foundations Academy****(302) 324-8901 Office****(302) 324-8908 Fax****sean.moore@ffa.k12.de.us**

---

**From:** Buck, Kay R. (DTI) [mailto:Kay.Buck@state.de.us]**Sent:** Tuesday, November 18, 2014 12:26 PM**Cc:** Buck Kay R.; 'Daniel Farslow'**Subject:** URGENT: E-Rate Form 479 - CIPA COMPLIANCE - DATE SENSITIVE**Importance:** High

Dear District E-Rate Contact:

**PLEASE HANDLE THIS IMPORTANT DOCUMENT IMMEDIATELY.**

Attached is a MANDATORY E-Rate Form 479 CIPA Compliance that must be executed and returned to me immediately.

The Administrative Authority named in the form may be the school, school district, school board, local educational agency, or other authority with responsibility for administration of the school.

As the Administrative Authority, your Superintendent or School Leader must certify on this form that your District is in compliance with the requirements of CIPA or that it is undertaking such actions to comply with the requirements of CIPA.

## WHAT DOES THAT MEAN?

1. You have adopted and enforced an Internet Safety Policy that includes a technology protection measure that protects against access by adults and minors to visual depictions that are obscene, child pornography, or — with respect to use of computers with Internet access by minors — harmful to minors.

The Internet Safety Policy must address all of the following issues:

- Access by minors to inappropriate matter on the Internet and World Wide Web
- The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications
- Unauthorized access including "hacking" and other unlawful activities by minors online
- Unauthorized disclosure, use, and dissemination of personal information regarding minors
- Measures designed to restrict minors' access to materials harmful to minors

This policy must also include monitoring the online activities of minors. When you certify your school's compliance with CIPA, you are also certifying that your Internet Safety Policy has been updated to provide for educating minors about appropriate online behavior including interacting with other individuals on social networking websites and in chat rooms, cyberbullying awareness, and response. The **iSafe** curriculum is available for this purpose. The Scope and Sequence of the curriculum, by grade level, keys on those three areas and must be attested to DCET via Desk Audit.

2. Technology Protection Measures are in place that block or filter Internet access. This is accomplished at the K-12 Network level by DTI. The school must enforce the operation of the technology protection measure during the use of its computers with Internet access.

3. A Public Notice and Hearing or Meeting must have been held to introduce your proposed technology protection measure and Internet Safety Policy. These are generally done in Board meetings where the agenda includes these topics. You may have done this when your Internet Safety Policy was first introduced and accepted. You should be able to produce documentation of this Public Notice if audited.

For further information on CIPA, please see: <http://www.usac.org/sl/applicants/step06/cipa.aspx>

Also, inform the DCET that your District is compliant with these requirements via annual Desk Audit.

**WHAT DO YOU HAVE TO DO?**

1. Insure the implementation of all 3 steps outlined above
2. Print the attached **Form 479**
3. Complete **Block 1**
4. Have the Superintendent/School Leader complete Items 7 through 11 on Page 2 including their **live** signature
5. Email to [kay.buck@state.de.us](mailto:kay.buck@state.de.us) or Fax the completed 3-page form back to me at **(302) 677-7002**

**DEADLINE FOR RETURNS: Friday, December 5, 2014**

If you have any questions or concerns, feel free to contact me for more information.

Thank you for your prompt handling of this request.



Kay R. Buck, Statewide E-Rate Coordinator

Department of Technology & Information

801 Silver Lake Blvd.

Dover, DE 19904

302-739-9649 ofc

302-677-7002 fax

[kay.buck@state.de.us](mailto:kay.buck@state.de.us)

 **Form 479 - Family Foundations Academy.pdf**  
270K

**DO NOT SEND THIS FORM TO THE UNIVERSAL SERVICE ADMINISTRATIVE COMPANY  
 OR TO THE FEDERAL COMMUNICATIONS COMMISSION**

**Schools and Libraries Universal Service  
 Certification by Administrative Authority to Billed Entity of  
 Compliance with the Children's Internet Protection Act**

Please read instructions before completing.  
 (To be completed by the Administrative Authority and provided to your Billed Entity)  
 This form is required only for funding years beginning July 1, 2001 and later.

Administrative Authority's Form Identifier: 479 - Year 2014-2015

Create your own code to identify THIS Form 479.

**Block 1: Administrative Authority Information**

1. Name of Administrative Authority School District Name: <u>Family Foundations Academy</u>	2. Funding Year <u>2015</u>
--	--------------------------------

**3. Mailing Address and Contact Information for Administrative Authority**

Street Address, P. O. Box or Route Number

1101 Delaware Street

City <u>New Castle</u>	State <u>DE</u>	Zip Code <u>19720</u>
---------------------------	--------------------	--------------------------

Name of Contact Person

E-Rate Contact Name: Sean P. Moore

10-Digit Telephone Number <u>(302) 324-8901</u>	Fax Number <u>(302) 324-8908</u>	Email Address <u>sean.moore@ffa.k12.de.us</u>
--	-------------------------------------	--

**Persons willfully making false statements on this form can be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. Secs. 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. Sec. 1001.**

**Block 2: Certifications and Signature**

- I am the Administrative Authority for one or more schools or libraries for which Universal Service Support Mechanism discounts have been requested or approved for eligible services. The Administrative Authority must make the required certification(s) for the purposes of the Children's Internet Protection Act (CIPA) in order to receive discounted services.
- I recognize that I may be audited pursuant to this form and will retain for five years any and all records that I rely upon to complete this form.

Name of Administrative Authority School District Name: Family Foundations Academy  
 Administrative Authority's Form Identifier: 479 - Year 2014-2015  
 Contact Person E-Rate Contact Name: Sean P. Moore  
 Telephone Number (302) 324-8901

**Block 2: Certifications and Signature (Continued)**

6. I certify that as of the date of the start of discounted services:

a  the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments has (have) complied with the requirements of the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l).

b  pursuant to the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments:  
 (FOR SCHOOLS and FOR LIBRARIES IN THE FIRST FUNDING YEAR FOR PURPOSES OF CIPA) is (are) undertaking such actions, including any necessary procurement procedures, to comply with the requirements of CIPA for the next funding year, but has (have) not completed all requirements of CIPA for this funding year.

(FOR FUNDING YEAR 2003 ONLY: FOR LIBRARIES IN THE SECOND OR THIRD FUNDING YEAR FOR PURPOSES OF CIPA) is (are) in compliance with the requirements of CIPA under at 47 U.S.C. § 254(l) and undertaking such actions, including any necessary procurement procedures, to comply with the requirements of CIPA under 47 U.S.C. § 254(h) for the next funding year.

c  the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), does not apply because the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments is (are) receiving discount services only for telecommunications services.

CIPA Waiver. Check the box below if you are requesting a waiver of CIPA requirements for the Second Funding Year after April 20, 2001 in which the recipients of service under your administrative authority have applied for discounts:

d  I am providing notification that, as of the date of the start of discounted services, I am unable to make the certifications required by the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), because my state or local procurement rules or regulations or competitive bidding requirements prevent the making of the certification(s) otherwise required. I certify that the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments will be brought into compliance with the CIPA requirements before the start of the Third Funding Year after April 20, 2001 in which they apply for discounts.

CIPA WAIVER FOR LIBRARIES FOR FUNDING YEAR 2004. Check the box below if you are requesting a waiver of CIPA requirements for Funding Year 2004 for the library(ies) under your administrative authority that have applied for discounts for Funding Year 2004:

e  I am providing notification that, as of the date of the start of discounted services in Funding Year 2004, I am unable to make the certifications required by the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), because my state or local procurement rules or regulations or competitive bidding requirements prevent the making of the certification(s) otherwise required. I certify that the library(ies) under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments will be brought into compliance with the CIPA requirements before the start of Funding Year 2005.

The certification language above is not intended to fully set forth or explain all the requirements of the statute.

7. Signature of authorized person	<i>Sean P. Moore</i>	8. Date	11/18/2014
9. Printed name of authorized person	Sean P. Moore		
10. Title or position of authorized person	Co-Director & Chief Administrative Officer		
11. Telephone number of authorized person	(302) 324-8901		

**FCC NOTICE FOR INDIVIDUALS REQUIRED BY THE PRIVACY ACT AND THE PAPERWORK REDUCTION ACT**

Part 54 of the Commission's Rules authorizes the FCC to collect the information on this form. Failure to provide all requested information will delay the processing of the application or result in the application being returned without action. Information requested by this form will be available for public inspection. Your response is required to obtain the requested authorization.

The public reporting for this collection of information is estimated to be 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the required data, and completing and reviewing the collection of information. If you have any comments on this burden estimate, or how we can improve the collection and reduce the burden it causes you, please write to the Federal Communications Commission, AMD-PERM, Paperwork Reduction Act Project (3060-0853), Washington, DC 20554. We will also accept your comments regarding the Paperwork Reduction Act aspects of this collection via the Internet if you send them to PRA@fcc.gov. PLEASE DO NOT SEND YOUR RESPONSE TO THIS FORM TO THIS ADDRESS.

Remember - You are not required to respond to a collection of information sponsored by the Federal government, and the government may not conduct or sponsor this collection, unless it displays a currently valid OMB control number or if we fail to provide you with this notice. This collection has been assigned an OMB control number of 3060-0853.

**THE FOREGOING NOTICE IS REQUIRED BY THE PRIVACY ACT OF 1974, PUBLIC LAW 93-579, DECEMBER 31, 1974, 5 U.S.C. 552a(e)(3) AND THE PAPERWORK REDUCTION ACT OF 1995, PUBLIC LAW 104-13, OCTOBER 1, 1995, 44 U.S.C. SECTION 3507.**

A paper copy of this form, with a signature in Block 2, Item 7, must be mailed or delivered to your Billed Entity.