

Arcadia Elementary SCC Minutes October 20, 2022

Welcome & Council Introductions (5min)

Attendees: Mr. Graham, Elizabeth Potter, Chantel Humpherys, Michelle Robinson, Christina Belcher, Nichole Burbank, Jenn Hathaway

Absent: Jenica Bringhurst

Sign Council Roster (2min)

2021-2023 Terms: Michelle, Elizabeth, Christina

2022-2024 Terms: Jenn, Chantel, Nichole, Jenica

Approval September Meeting Minutes & Scam Message from DCC (5 min)

Follow-up from September meeting on social media platforms used by the school and PTA:

School: Facebook- Arcadia Elementary School

PTA: Facebook- Arcadia Roadrunners PTA; Instagram- arcadiaroadrunnerspta

Motion to approve minutes: Elizabeth Potter

2nd motion to approve minutes: Jenn Hathaway

Vote unanimous to approve minutes

The District Community Council memo to community councils regarding scam messages: to inform all members to be cautious when viewing messages stated as if from district administrators and officials. Administrators will use their district email, and will communicate in a professional tone and never ask for monetary or gift card donations. Do not engage, and if concerned report it to your administrator.

Elect new chair and vice-chair for the 2022-2023 year (10 min)

2022-2023 Parent Chair: Nichole Burbank

2022-2023 vice-Chair: Jenn Hathaway

Motion: Elizabeth Potter

2nd: Michelle Robertson

Vote unanimous

Adopt Rules of Order/Procedure for Meetings (5min)

Motion: Christina Belcher

2nd: Jenn Hathaway

Budget Report (5min)- Mr. Graham

expenditures: \$8,412.60 to aides and paraeducators Remaining funds: \$51,427.01

Aides and paraeducators on LAND funds: RaAnn Foote, Sandra Perks, Sharla Savage, Martha Tua, Kim Allen. They assist in progress monitoring requirement in SB127. They provide through direction and guidance from the literacy coach- small group instruction and progress monitoring with Acadience assessments.

Red and yellow levels monitored every 2 weeks. Green and blue monitoring once a month, along with teacher expansion.

For 2023-2024 Plan: keep aides and paras, and gather their input for student academic success

Review DCC 2022-2023 Schedule and Discuss DCC Representative(s) (8min)

DCC Representatives: November 29th meeting @ Hunter High: Jenn Hathaway;

January 31st @ Tville High and March 14th @ Kearns High meetings: Michelle Robertson.

All meetings 6-7:30pm.

Discuss and Assign Council Member Positions (see following page) (10min)

(This will help disperse council responsibilities across all council seats)

-discuss SCC Intro video

Reminder: Academic Focus: English Language Arts (ELA) and Math

Goals: 3% raise in ELA and Math

Delegation of council responsibilities on the following page.

Digital Citizenship Student & Parent Training (5min)

-District and School Report (see accompanied report page)

-District assembly date selected? No. Ben Horsely no longer providing District technology training assembly. Instead looking at:

Parent training: through video at SEPs in February. 5th grade/ student council create/edit video.

Mr. Graham to make contact with Prettyman and Minshew about this.

Student training: Christina to look into White Ribbon Week with PTA. If not able to provide, option to purchase NetSmarts subscription for assembly \$300.

-Delegation of council members to review District digital citizenship resources for parent training

Looking into video at SEPs for parents, and White Ribbon Week for no-cost to low-cost for student training.

Next Meeting: Thursday, November 17th @ 3:45pm in the Library

Open Forum

Snow day/ emergency contingency plan: teachers create modules/ packets for students. Mr.

Graham to look into creating a triage of ways to provide student instruction for this type of event.

Assignments

-watch the other district SCC training videos: Job descriptions; additional responsibilities; creating a plan; and elections (useful for March when we begin recruitment efforts for next year council members).

Adjourn

Motion to adjourn: Christina Belcher

2nd motion to adjourn: Michelle Robertson

Vote unanimous to adjourn

Community Council Member positions

Parent Chair – Prepares SCC agendas, Conducts and honors agenda and time constraints, makes sure all members are trained in council responsibilities.

[Nichole Burbank](#)

Vice Chair – attend council trainings provided by the district, conduct meeting if Chair is not present, and reaches out to district or state representation as needed for council support.

[Jenn Hathaway](#)

Secretary – takes meeting minutes and keeps track of voting, types up minutes and sends them to council members and to school for publication

[Jenica Bringham](#)

LandTrust Budget committee – works with the principal to make sure that LandTrust funds are being used according to plan and that our spending is on track. Every few months the committee will report to the council on where our spending is at and if any adjustments will need to be made.

[Mr. Graham, Elizabeth Potter, Chantel Humpherys](#)

Safe Walking Route – coordinates to make sure the walking routes are up to date and reports to the council about what the routes are and makes recommendations if problems occur. They also make sure the walking routes are available and easy for the public to access.

[Jenn Hathaway](#)

Special projects committee – may include peaceful playgrounds or any other projects the council decides to take on. They work with the school/parents/community to keep the projects moving and report to the council about progress and problems.

[Not needed, no special projects at this time](#)

Safe procedures and Digital Citizenship – works with the principal to make sure our students participate in and are taught good digital protocol. Also provides discussion “tips” for parent-student conversations on safe technology usage. Distributes information to the community via: school website and email, and hand-out to students on use of technology safety and discussion.

[Michelle Robertson and Christina Belcher](#)

Parliamentarian(s) – helps to teach council proper procedures for voting, discussions within the group and makes sure we follow our procedures properly.

[All council board members](#)

SAFE TECHNOLOGY & DIGITAL CITIZENSHIP

In 2015, the Utah State Legislature passed H.B. 213 Safe Technology Utilization and Digital Citizenship in Public Schools. The intent of this legislation is to involve school community councils in an on-going discussion about creating a safe technology environment for students. This report will provide some background for councils to begin a school specific discussion.

DISTRICT REPORT - 2022

- Granite School District uses iBoss Web filters under the state contract from UEN. iBoss provides categorized filtering chosen by district administrators that filter and log all Web based traffic at all district locations.
- iBoss software allows the district to distinguish filter settings by group - student, staff and administration. Different filter settings are applied to each of the groups.
- If someone wants to know if a site is open or blocked, the Information Systems Department has the ability in the software to see if a url/site is blocked and for what reason.
- Controls are limited to what the software can do. District administration has set the filtering policy by group. If someone wants a blocked site opened it is reviewed by the Curriculum or Educational Technology departments, who then make a recommendation to open the site or continue to block it. Requests can be sent to: webfilter@graniteschools.org
- The current district practice has been in place for several years. Technological limitations are to whatever the software can do, which is common for all software programs. The Information Systems Department has not had any requests to date that were not accommodated.
- Information regarding digital citizenship is distributed at parent-teacher conferences by school technology specialists and library media educational technology specialists. Parent seminars and other forums that discuss Internet safety are held periodically during the school year at various locations. Additional resources and information on Internet safety and digital citizenship are available through the Educational Technology Department's website (<https://www.graniteschools.org/edtech/digcit>) and social media feeds.
- If inappropriate content is accessed or if devices are used for prohibited acts, disciplinary action will be taken in harmony with corrective discipline procedures for students and employees. Inadvertent access to inappropriate content must immediately be reported to school officials or supervisors.

SCHOOL REPORT

(The following information will be provided by the principal)

- What devices are being used and how are classes using them?
[Chromebooks 1:1 for instructional use.](#)
- What are the main applications, programs, and sites used in different classes, grade levels, and subject areas?
[Clever, automatically logs student in to programs.](#)
- What supervision practices are in place when students are online?
[YouTube allowed, only under teacher supervision \(if teacher runs it through google classroom it takes out the ads\).](#)
[iBoss web filter and land school air \(allows teacher to see student screens\)](#)
- What are the school rules when inappropriate information appears for students, staff and parents? Are there safe reporting procedures for students, staff and parents so that reporting is safe and encouraged?
[1-School technology couch pulls student to talk w/ Mr. Graham; 2-chromebook taken away; 3-suspension & parent involvement](#)
- What are the policies in place for devices brought from home (tablets, cell phones, etc.)?
[Not allowed, including Gizmo watch or similar. In upper grades allowed only if teachers have stated the appropriate situation.](#)
- Explanation of training currently provided:
 - to students about digital citizenship and safe use of technology.
 - to parents and guardians about how to discuss and support digital citizenship and safe technology use with their children and how to report inappropriate content.[Yearly training for teachers. Students usually through an assembly. Parent and guardians usually through technology discussion tips through email, school website, hand-out, etc.](#)
[Student mentions is the main route of inappropriate content reporting within the school.](#)