Granite
SCHOOL DISTRICT

SCHOOL COMMUNITY COUNCIL

HANDBOOK

SCHOOL LAND TRUST
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LANDS HELD IN TRUST

Millions of acres of land are held in trust and used to support schools. Utah schools own enough land to equal the state of Connecticut in size. The school trust lands are managed by the School and Institutional Trust Lands Administration (SITLA). Billions of cubic feet of gas are produced from these lands every year to warm our water, cook our food, and support our schools. Revenue from the land is invested, and annual dividends are distributed through the School LAND Trust Program-the birthright of every child in Utah's public schools.

SCHOOL COMMUNITY COUNCILS

School improvement is the responsibility of everyone, from students and parents to professionals and public officials. School community councils are one way we can work together to make schools more successful. A council is an advisory body. All of its actions and plans are overseen by the local school board.

MEMBERSHIP

1. SCC members shall serve for a term of two years. Terms run from Oct. 1- Sept. 30.
2. Council size is determined by each individual school council - a minimum of six patrons and four employees (including the principal) at a high school; a minimum of four patrons and two employees (including the principal) at a junior high; and a minimum of four patrons and two employees (including the principal) for an elementary school.
3. Parent members must exceed the number of faculty members (including the principal) by two.

JOB DESCRIPTIONS
PARENT/GUARDIAN MEMBERS

Parents act as the primary advocates for all children. Parents ensure the representation of various viewpoints and values within the community. Parent engagement is key to student achievement and student progress. Parents will serve as chair (parent member only) and/or vice-chair (parent or employee). It is important that parents on the council understand the responsibilities of the council, and are able to collaborate well with the other members of the council to affect meaningful school improvement for all children. The District provides school community council trainings to help all members become familiar with procedures, responsibilities and expectations.

SCHOOL EMPLOYEE MEMBERS

Teachers, counselors and school staff members are responsible for the academic needs and well being of students in their charge. They evaluate student skills and knowledge, design and implement instruction best suited for each child, and are in charge of decisions related to methods of instruction. They work collaboratively by welcoming the viewpoints of parents and accepting input.

THE SCHOOL PRINCIPAL

The school principal is the Chief Executive Officer and instructional leader of the school. They are responsible for providing clear expectations for faculty and other school employees, to create an atmosphere of trust and enthusiasm, to provide opportunities for employees to succeed and grow, and to reward excellence. Principals are expected to assure the legal compliance of school processes, to be accountable for all fiscal matters, and to manage human and other resources while creating a safe, creative, and productive school.

OPEN MEETINGS

School community councils are subject to some aspects of Utah's Open Public Meetings Laws. The purpose is to keep the public and parents of the school informed about the work of councils and to encourage parents to become more involved in the education of their children.

1. School community council (SCC) meetings are open to the public. No part of the meeting may be closed to the public.
2. SCC minutes from the previous three years are posted on the school's website and should include the date, time, and location of the meeting; the names of members present and absent; the substance of all matters discussed, or decided; a record of votes; the name of each person who was not a member of the SCC, but who attended the meeting, and the substance of what was said.
3. A simple majority of those present approves all actions. A quorum (majority of council members) is present before official votes are taken.
4. No final action is taken on substantive issues not listed on the agenda. Issues not listed on the agenda can be discussed, and assignments pertaining to these issues may be made, if the assignments are designed to help the SCC make a proper decision at a later date.
5. Parents are notified of parent member election policies and timelines established by the SCC.

SCHOOL STUDENT ACHIEVEMENT PLAN (SSAP)

1. Evaluate Student Assessment of Growth and Excellence (SAGE) test results and other assessment data
2. Identify the most critical academic needs of the students
3. Develop a School Student Achievement Plan (SSAP)
4. Recommend a course of action (see timeline for due date)
5. List what programs, materials, practices, etc. are needed for plan implementation

SCHOOL LEARNING AND NURTURING DEVELOPMENT (LAND) TRUST PLAN

The School LAND Trust Plan is a subset of the SSAP controlling funds provided by the School LAND trust program. The SCC will have already assessed academic needs and identified the priorities in preparing the SSAP and can now select from the academic needs and goals in the SSAP an area in which to focus the School LAND Trust Plan.

Getting started:

1. Select one or more needs from (1) reading, (2) mathematics, (3) writing, (4) technology, (5) science, (6) fine arts, (7) social studies, (8) health, or (9) world languages.
2. Set goals that are specific, measurable, achievable, realistic, and time-based (SMART).

Action plan:

1. Prepare an action plan to address the need(s) and meet the goal(s) identified.
2. Review the current plan to determine if adjustments need to be made or a new plan prepared.
3. If a new plan (or revision) needs to be prepared, begin by brainstorming many new options that will directly impact student achievement
4. Review district approved research based programs, practices, software, materials, equipment, and strategies.
5. Invite all members to describe how the group they represent can provide support to increase student achievement.
6. Identify barriers and how the plan will address them.

Funding the plan:

1. Decide how available funding will be used. Consider the estimated allocation and possible carryover funds.
2. Develop a budget.
3. Consider finding matching money to help implement the plan. Funds from the School LAND Trust Program can be used as matching money for a grant that supports the goal selected.
4. Consider involving business partners.

Plans are to focus on the school's most critical academic needs consistent with Section 53A-1a-108.5. Funds are to be used to **directly impact instruction and enhance academic excellence.** Plans shall include specific academic goals, steps to meet these goals, measurements to access improvement, and specific expenditures to implement plans that may include:

- Workbooks
- Textbooks
- Professional development directly tied to school academic goals
- Computer hardware and software, LCDs, smart boards
- Library and media supplies
- Supplemental funding for aides, teachers and specialists
- Other tools for student academic improvement
- Study skills classes
- Credit recovery courses and programs
- College entrance exam preparation classes
- Academic field trips
- Classroom equipment and materials such as flashcards, math manipulatives, technology, microscopes, maps, books and/or student planners
- Teachers and teacher aides

Examples of programs not eligible for funding using School LAND Trust Program funds include plans to:

- Improve school climate
- Provide security
- Address behavioral issues
- Prevent bullying
- Install permanent auditorium audio systems
- Initiate or support other non-academic school needs

Measuring progress and results:

1. Identify assessment tools to measure student improvement that are data driven.
2. Establish the baseline from current assessments.
3. Define the assessment goal and a timeline to reach it.
4. Include in the plan how progress will be tracked and complete the required mid-year and final reports.
5. Present regular progress reports to the school community council.

Approving the LAND Trust Plan and submitting online:

1. The LAND Trust Plan is adopted through a motion. The motion is voted upon and formal minutes record a roll call of those who voted for/against the plan and who was absent.
2. The plan is submitted on the website at www.schoollandtrust.org.
3. The completed plan is revised by the school accountability director and the director of resource development, who clear it for review by the Board of Education.
4. The Board of Education considers the plan and approves it, or returns it for revision.

Execute and share the results:

1. Implement your plan with enthusiasm – focus on results.
2. Report progress throughout the year the school newsletter, marquee, website, or other appropriate communication channels.
3. Contact the Communications Department to help publicize success to local media and community leaders (385-646-4529, or communications@graniteschools.org).
4. Consider having children show what they have learned at a "Parent Night." Invite local legislators to the school; share the plan and its results.

Remember, continued funding depends on policy makers being informed and supportive of how the money is used.

1. Compose a letter from the SCC about what the school accomplished because of these funds, and thank them for supporting the program.
2. Send the letter to elected policy makers.

Submit the final report online (see timeline) following the implementation year:

1. District business administrators enter the expenditures.
2. SCCs should review the expenditures to be sure they are consistent with school records.
3. SCCs complete the narrative sections and submit the final report online.
4. Prepare a summary of the Final Report and make it available to all parents and local elected officials.

READING ACHIEVEMENT PLAN

The legislature recognizes the importance of reading as a fundamental skill necessary in learning and the importance of early reading interventions for the success of students generally. The statewide goal is that all students will read on or above grade level by the end of the third grade. To accomplish this goal, elementary schools are required to have a Reading Achievement Plan (Under the law, the plan must include assessment, intervention and reporting components). Elementary schools shall include a K-3 Reading Achievement Plan in the SSAP.

SAFE WALKING ROUTE
(Elementary and Junior High Only)

Granite School District has established a Traffic Safety Committee. Among other duties, the district committee is required to submit child access routing plans for the schools in the district to the Utah Department of Transportation (UDOT) each year. UDOT uses the term Student Neighborhood Access Plan (SNAP). Each elementary and junior high school in the district must have one. The plan should include a map showing the routes students will walk and bike to school with a written description explaining the routes. Councils are encouraged to review the plans annually and make changes as needed, as a result of vehicle rerouting, construction, new subdivisions, etc. The child access routing plans are prepared and submitted to the District Traffic Safety Committee annually for review (see timeline for due date).

BULLYING POLICY & PROCEDURES

State law and District policy require schools to maintain and administer policies to prevent bullying and hazing. Each school shall establish procedures that allow anonymous or in-person reporting of bullying, hazing, or retaliation. The school community council shall review school procedures to include training of students and school employees regarding bullying and hazing, and make recommendations in harmony with state and federal law to the school administration.

GENERAL ELECTION PROCEDURES

- All elections shall be overseen by the school principal.
- Community council campaign materials, including signs or flyers, are not allowed on school grounds. However, schools are encouraged to distribute candidate biographical information.
- Refer to timeline for election schedules.

DETERMINATION OF VACANCIES

- The sitting community council shall determine the number of vacancies for the next school year's community council (see timeline)
- Because council members have staggered terms, no more than 50% of council members may stand for election in any one year. One year terms may be necessary to be in compliance.

NOTICE OF CANDIDACY

A notice shall be posted in the school and sent home (see timeline) with information which includes:

- The statutory qualifications for community council candidacy and membership
- An invitation for interested persons to become candidates
- The date by which candidacy must be declared, to include the notice that candidacy declaration forms are available at the school and must be delivered to the principal
- Voter instructions

Please utilize other opportunities to publicize this information (phone systems, email, registration materials, etc.)

CANDIDACY DECLARATION

Parents/guardians or employees seeking to become candidates for community councils shall declare that intention by a deadline set by the SCC at least prior to seven days before the scheduled election, but no sooner than seven days after the start of the school year. The intention shall be declared through a school prepared "Declaration of Candidacy" form and delivered to the principal. All information on the sample form must be included. The council shall ensure the eligibility of the declared candidates

PARENT/GUARDIAN ELIGIBILITY CRITERIA

- The parent or guardian has a student who will be enrolled at the school at any time during the two-year term for which candidacy is sought.
- Parent or guardian positions may not be filled by those who work at that specific location.

SCHOOL EMPLOYEE ELIGIBILITY CRITERIA

- Employee members must be employed at the school location.
- Employee members resign their community council membership at such time as they are no longer employees assigned at the school.

COUNCIL ELECTIONS

- Refer to timeline for election schedules.
- Elections may be held online through the Communications Department (385-646-4529), or at the school during parent-teacher conferences or another school activity.
- Only parents/guardians of students at the school may vote for parent members, and only school employees may vote for employee members. Individuals who do not appear on school records as the parent or legal guardian of a student are required to provide reliable proof of parentage or guardianship in order to vote.
- Each parent/guardian and employee shall receive one vote and **the signatures of individuals who cast votes shall be obtained.**
- Ballots, listing alphabetically the names of eligible candidates, will be prepared (one for parents/guardians and another for employees).
- Each ballot shall declare the number of vacancies and allow voters to vote for up to that number of candidates.
- Ballots shall be deposited in a secure ballot box.
- The principal, accompanied by at least one parent/guardian observer and at least one employee observer from the sitting council, shall process the ballots.
- Ties shall be decided by the members of the respective groups of the sitting council using a method of the group's choice (e.g. lot, consensus).
- Results of elections shall be made public as soon as reasonably possible and tallies and ballots shall be retained by the school for one year and made available to the public upon request.

UNFILLED POSITIONS AFTER ELECTIONS

- If a position remains unfilled after an election is held because of a lack of declared candidates, the continuing and newly elected parent/guardian and employee members of the council shall appoint a parent/guardian or employee who meets the criteria. Only parent members appoint new parent/guardian members, and only employee members appoint new employee members.
- A vacancy, which occurs for any reason other than the expiration of a member's term, shall be filled by a qualified person to serve out the unexpired term through appointment by the other respective (parent/guardian or employee) members. Members will be replaced if they miss three consecutive meetings.

OFFICERS

At the first meeting of each council year, or whenever necessary, councils shall elect one chair and one vice-chair to serve throughout the council year. The council year runs from Oct. 1 - Sept. 30.
- Parents/guardians are elected by the council to fill the positions of chair and/or vice-chair.
- An employee may serve as vice-chair.
- The principal may not serve as chair or vice-chair.
- No co-chairs.

RESPONSIBILITIES OF COUNCIL CHAIRS AND VICE-CHAIRS

- Prepare SCC agendas, honor agendas and recognize time constraints. Items needing action must be included on the agenda and a quorum (majority) of the council must be present to vote.
- Conduct SCC meetings, encouraging participation by all members.
- Assure minutes are kept, taking special care to assure motions and votes are accurately recorded. Votes on approval of the School LAND Trust Plan need to be kept by the number voting for, against, and absent with members identified by how they voted. Minutes are prepared for posting on the school website and preserved for three years.

- Ensure the adoption of rules of order & procedure to govern meetings.
- Responsibility of training council members falls on the council chair.

With assistance from the school administration, the chair/vice-chairs shall:

- Attend council member trainings as provided by the District (see timeline).
- On behalf of the council, provide ongoing support for implementation of approved school action plans.
- Provide notice to parents by posting the following information on the school website and by individual delivery to each student's household by mail, voice messaging, email, in annual registration packets or report cards (see timeline due dates):
  - Meeting schedule of council meetings and list of school community council members, including contact email and phone numbers, where available,
  - Summary of the School LAND Trust Program Final Report each fall for the prior academic year.
  - Ongoing updates of the council's actions and activities throughout the school year.
- Post draft minutes of the prior meeting along with the agenda for the upcoming meeting on the school website one week prior to the upcoming meeting, including the date, time and place.

Responsibilities of the chair/vice-chair may be delegated to members of the council, as reasonable and needed. The chair is responsible to be sure delegated assignments are completed. **The principal supports the officers in completing the requirements in the law and board rule.**

HUMAN RESOURCES AND INDIVIDUAL STUDENT DECISIONS

Human resource functions (such as hiring, corrective discipline, grade-level assignments, surplus status, etc.) and decisions about individual students (such as discipline, placement, etc.) are reserved for the Board of Education and school and district administration.

GRANITE SCHOOL DISTRICT
SCHOOL COMMUNITY COUNCIL TIMELINE

August September October	Declaration of Candidacy due seven (7) days prior to elections and no sooner than seven (7) days after school begins Publicize last year's successes and this year's goals (September). School community council elections should be held **prior to September 16, 2016** (online elections are recommended - please let Communications Department know if you are interested: communications@graniteschools.org) At your first meeting: • View "Using the Trust" DVD or other online state training materials • Elect chair and vice-chair • Adopt rules of order/procedure to govern meetings and post to school website (see p. 12)
October	**Attend** a district SCC training: **September 14, 2016** at Granite Education Center-Auditorium A; **September 21, 2016** at Olympus HS-Alumni Room, or **September 29, 2016** at Granger HS-Alumni Room (all 6-8 p.m.) **October 20, 2016** deadline: • The council must be in place, including elections and subsequent appointments • SCC roster due to Communications (*communications@graniteschools.org*); use provided form • On your school's website, post council roster (name, phone & email), a meeting schedule, and a summary report on how LAND Trust funds were used (Send to local elected officials) • Complete the membership and principal assurance forms and the final summary report on how LAND Trust funds were used at *www.schoollandtrust.org* • Report on last year's implementation and success; Purchase items not personnel related for current year implementation
November December January February	Discuss course and student enrollment priorities Review the school Bullying Policy and Procedures and the Child Access Routing Plan (Safe Walking Route) Collect data, review progress, and modify as needed, including budgets and expenditures Review Safe Technology and Digital Citizenship reports (see pp. 14-15)
March	Summarize progress and needs Collect data and monitor LAND Trust funds School LAND Trust Plan, Reading Achievement Plan (elementary only), and signature page due in **March** at *www.schoollandtrust.org*
April May	Child Access Routing Plan (Safe Walking Route), using SNAP (Student Neighborhood Acces Plan) through UDOT, due to the District Traffic Safety Committee by **April 30, 2017** (elementary and junior high schools only) to Kieth Bradshaw (*kcbradshaw@graniteschools.org*) LAND Trust money should be spent by **May 1, 2017.** Hourly employee funding must be spent by **May 31, 2017** Determine vacancies for the upcoming school year by **May 1, 2017** By **May 15, 2017** public notice must be made of the fall elections with an invitation for interested persons to become candidates, qualifications of candidacy and membership, declaration due date, location of declaration forms, and voter instructions
June July August	Collect data, prepare year-end summary of actions, achievement progress, and use of LAND Trust funds to be sent to all households and elected officials Publicize SCC vacancies and candidate declaration information through various methods, inlcuding take-home flyers, registration packets, autodial, email, and website

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Announces
COMMUNITY COUNCIL ELECTIONS

School Community Councils are elected parent/guardian and employee representatives who work together with the Principal to increase student achievement. By law, the Council is responsible to review school data and develop plans for school improvement. Councils also allocate the LAND Trust funds to assist the school in reaching achievement goals. Please see the Granite District web page for more information regarding the roles and responsibilities of Community Councils (www. graniteschools.org)

Parents elect parent representatives and employees elect employees for two-year terms. To be eligible, a parent must have a student enrolled in the school for at least one of the years and may not be employed by the school. We invite you to become involved in your school's Community Council by declaring your candidacy.   Please return the bottom portion of this form to your school's principal by 3 p.m. seven days after the first day of school.

_____ **ANNOUNCES** _____ **PARENT OPENINGS FOR THE** _____ **SCHOOL YEAR. DECLARATIONS OF CANDIDACY ARE DUE** _____ **BY 3 P.M. TO THE PRINCIPAL'S OFFICE. CANDIDATES WILL BE NOTIFIED BY THE SCHOOL COMMUNITY COUNCIL BY** _____ **OF THEIR ELIGIBILITY. ELECTIONS WILL BE HELD** _____ .

- -

DECLARATION OF CANDIDACY

I want to be a candidate for the school community council

(choose one)

☐ Parent/Guardian

☐ Employee

_____
Print Name *(all candidates)*

_____
I am the Parent/Guardian of the above named student(s)   *(parent/guardian only)*

_____   _____
Phone *(parent/guardian only)*   Email *(all candidates)*

The Granite School District Board of Education encourages schools to share information to their patrons about each candidate. Please write a few sentences about your background and reasons for running for Community Council.

_____

_____

_____

_____

_____   _____
Candidate Signature   Date

GRANITE SCHOOL DISTRICT
SCHOOL COMMUNITY COUNCIL ROSTER
SCHOOL YEAR:_____

SCHOOL: _____   PRINCIPAL: _____

CHAIR: _____   VICE-CHAIR: _____

MEETING SCHEDULE FOR THE YEAR (PLEASE LIST DATE AND TIMES)

CONTINUING MEMBERS (INCLUDE OFFICERS)

Term	Parent/Employee	Name	Phone	Email

RULES OF ORDER AND PROCEDURE

This template was developed at the request of schools and districts to meet the new requirement for school community councils to adopt Rules of Order and Procedure (53A-1a-108.1). The template may be reviewed and amended by councils to meet their needs or councils may develop their own.

To promote ethical behavior and civil discourse each council member shall:
- Attend council meetings on time and prepared
- Make decisions with the needs of students as the main objective
- Listen to and value diverse opinions
- Be sure the opinions of those you represent are included in discussions
- Expect accountability and be prepared to be accountable
- Act with integrity

Rules of Procedure:
All meetings are open to the public and the public is welcome to attend.

The agenda of each upcoming meeting with draft minutes of the prior meeting will be made available to all council members at least one week in advance.

Minutes will be kept of all meetings, prepared in draft format for approval at the next scheduled meeting.

The council will prepare a timeline for the school year that includes due dates for all required reporting and other activities/tasks that the council agrees to assume or participate in. The timeline will assist in preparation of agendas to be sure the council accomplishes their work in a timely manner.

The chair conducts the meetings, makes assignments and requests reports on assignments. In the absence of the chair, the vice-chair shall conduct meetings.

Meetings shall be conducted and action taken according to very simplified rules of parliamentary procedure as required in 53A-1a-108.1(9)(i). Items on the agenda take priority over other discussions coming before the council. Action of the council will be taken by motions and voting. The motions and voting are recorded in the minutes.

A motion (or an action to be taken by the council) is stated as a motion. Someone else on the council "seconds" the motion indicating that at least one other person on the council feels the motion is worthy of discussion. Then the council members may provide input and discussion as called upon by the chair. When discussion seems complete the chair may call for a vote on the motion. Or when a member of the council "calls the previous question" (a motion to end discussion of the first motion), a second is required and then, without discussion the chair calls for a vote that must pass by 2/3. If the vote on the previous question fails the council goes back to discussing the first motion. If the motion to call the previous question passes, the chair directly calls for a vote on the first motion. A vote to call the previous question is usually used to move business along.

Attached is a chart that could be used if the council feels they would like to use additional motions of Parliamentary Procedure in their meetings.

SIMPLE MOTIONS OF PARLIAMENTARY PROCEDURE

MOTION	DOES IT REQUIRE A 2ND?	IS IT DEBATABLE?	CAN IT BE AMENDED?	IS A VOTE REQUIRED?
Adjourn	yes	no	no	majority
Amend a motion	yes	yes	yes	majority
Close nominations	yes	no	yes	2/3
Main motion	yes	yes	yes	majority
Point of order	no	no	no	ruled on by chair
Previous question	yes	no	no	2/3
Reconsider	yes	yes	no	majority
Withdrawal of motion	no	no	no	majority

- A tie vote is a lost vote.
- A main motion may be amended.
- Nominations can be closed by saying, "I move to close nominations."
- Most motions are main motions.
- A point of order is offered when there is some question if procedure had been followed correctly.
- To stop debate or discussion on a motion and force the vote a member would say, "I move the previous question." This requires a second and a 2/3 vote.
- Hasty action may be corrected by use of the motion to reconsider. This motion may be made only by one who voted on the prevailing side.
- A person who made the motion may withdraw the same motion.

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 - 2016

☐ 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 made at: wwww.graniteschools.org/edtech/suggest

☐ 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 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. Inadvertant access to inappropriate conent 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?

☐ What are the main applications, programs, and sites used in different classes, grade levels, and subject areas?

☐ What supervision practices are in place when students are online?

☐ 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?

☐ What are the policies in place for devices brought from home (tablets, cell phones, etc.)?

☐ Explanation of training currently provided:
  • to students about digital citizenship and safe use of technology.
  • to parents and guardians about how to dicuss and support digital citizenship and safe technology use with their children and how to report inappropriate content.

DISCUSSION GUIDE FOR SCHOOL COMMUNITY COUNCILS

☐ Is the council comfortable with the activities being implemented at the school relating to Internet safety?

☐ Is the council comfortable with the filters, management tools and monitoring/supervision being provided at the school?

☐ If not, what recommendations does the council have for the school administration and staff?

☐ If the recommendations are not possible due to physical and economic constraints, is there something school administrators and staff can do to minimize the concerns raised by the council?

☐ Is the council comfortable with the student education regarding Internet safety and digital citizenship being provided and the groups providing the education?

☐ Is the council comfortable with the parent education being provided and the groups providing the education?

☐ Set goals to address the council's questions and concerns.

LINKS - TRAINING OPPORTUNITIES & PROACTIVE OPTIONS

www.digcitutah.com is a newly released website that has been prepared specifically to assist councils. Under the Resource Library you will find links to help address specific concerns as well as opportunites for enriching the digital experience for students. Please take note of the entirely voluntary Positives Pilot.

Netsmartz is provided through the Office of the Utah Attorney General. They provide age appropriate trainings at schools free of charge. You can schedule a free training via their web page. The website also provides parent resources. **http://utahnetsmartz.org/** Max Rogers in the Director max@utahnetsmartz.org 801-900-3565

www.netsafeutah.org – Includes training materials in several languages for students, employees, and for parents.

Utah PTA – Provides information for parents about internet safety at home, including recommendations about free filtering and monitoring software. It also includes videos parents could use to communicate with their children about internet safety. **http://www.utahpta.org/netsafety**

White Ribbon Week provides free guides to hold White Ribbon Week at schools. White Ribbon Week is an annual program often conducted by the PTA or a parent group that teaches children to make smart choices when using media and technology. **http://whiteribbonweek.org/**

ISTE is the International Society for Technology in Education. Their website **http://www.iste.org** includes a standards for student page **http://www.iste.org/standards/iste-standards/standards-for-students** that offers some suggested age appropriate activities. This poster may also be useful visual in discussing digital citizenship and how it impacts many aspects of student lives.

Your School Logo Here | School Community Council Ballot

Please check the box next to the individual's name for who you wish to vote. You may vote for up to [the number of vacancies] candidates

☐ _____

☐ _____

☐ _____

☐ _____

☐ _____

Please fold this ballot in half and deposit it in the ballot box once you have finished voting.

Your School Logo Here | School Community Council Ballot

Please check the box next to the individual's name for who you wish to vote. You may vote for up to [the number of vacancies] candidates

☐ _____

☐ _____

☐ _____

☐ _____

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☐ _____

☐ _____

☐ _____

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Please fold this ballot in half and deposit it in the ballot box once you have finished voting.