School Community Council Meeting
January 3rd, 2017

Safe Technology and Digital Citizenship
Magna Elementary
2016-2017 – DRAFT

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

- 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. Inadvertent access to inappropriate content must immediately be reported to school officials or supervisors.

School Report

School Technology and Uses

- 2 Computer Labs with 35 PC's each
  - There is a Master Block Schedule where each class visits the computer lab 45 minutes twice a week (once in each lab).
- 2 Chromebook Carts: One cart has 30 Chromebooks and the other has 34
  - The Chromebooks are portable and teachers can check out a cart as needed which their student use in their classrooms.
- Each classroom has 2-3 student computers (PC's)
  - The computers are a permanent fixture in each classroom which teachers used for centers, assessment, writing, research, and incentives.
- 2 carts of iPod touches with 35 iPods each
  - Teachers can check out as needed.
- Kindles Fire Cart with 21 devices
  - These have been purchased by the school library and can be checked out by teachers.

Applications, Programs, and Sites Used in Different Classes, Grade Levels, and Subject Areas

- ST Math – Software used by grades 2-6 to help student visualize and understand math concepts
- Imagine Learning – Software used by students identified as English Language Learners to help with language acquisition.
- Overdrive – Digital eBooks used by all students to read a text electronically.
- Google Tools (Docs, Slides, Draw, Presentations) – Online software used by all students to learn the basics of productivity tools.
- UEN.org - numerous literacy and subject-specific learning tools used by all students.
- Utah's Online Library – Online database taught in the library to all students as a source of information for research.
- Utah Compose – Online software used primarily by grades 4, 5, and 6 to practice writing strategies.
- School City – Online assessment software used by all students quarterly for benchmark testing. Teachers may also use the software to develop their own assessments and use as frequently as they link. It has really robust reporting and analytical tools.

Supervision Practices When Students are Online

- In the computer labs teachers can take over control and view each computer screen simultaneously from the central terminal using a program called "LAN Desk"
- There are closed circuit security cameras in both labs.
- Classroom computer screens face the teacher.
- When using Chromebooks each student has a laptop at their desk and the teachers can view each computer screen simultaneously from their desktop computer using a program called "LAN School"
- Teachers circulate the room when computers are in use to monitor for appropriate practices.

Safe Reporting Procedures for Students, Staff and Parents
- Students are taught by the School Technology Specialist to immediately close the browser if they ever see anything that is inappropriate or makes them feel uncomfortable and report it to an adult.
- Staff and parents may also report concerns to the principal and those sites will be reported to IT and blocked.
- Students intentionally violating the network use policy have their privileges to use the internet at school revoked.

School Policy for Devices Brought From Home (tablets, cell phones, etc.)
- Tablets and computers from home are not allowed at school.
- Students may bring cell phones, but they must be turned off and either in their backpack or in the classroom lock box.
- Students may turn on their cell phones before and after school to communicate only; photography and filming with cell phones by students is not allowed on school property.

Explanation of Training Currently Provided to Students About Digital Citizenship and Safe Use of Technology
- o The Utah Office of the Attorney General has partnered with Boys & Girls Clubs to provide an annual assembly called Netsmartz where digital citizenship and internet safety is taught.
- o Teachers reinforce the concepts taught by Netsmartz throughout the year.

Explanation of Training Currently Provided 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
- o The Netsmartz website has a very useful guide for parents. We have linked our website to theirs under the Parent Resources tab.
- o Flyers are sent home to parents after the Netsmartz assembly with follow-up questions to help them have a discussion with their kids at home about what they learned.

- Useful tips and updates to the policy are sent home in the beginning of the year packet, at SEP Conferences, and via the Thursday note and social media (school Facebook, and Twitter account).