SAFE TECHNOLOGY and DIGITAL CITIZENSHIP
A New Responsibility for School Community Councils

Summary of Responsibilities

The intent of HB 213 Safe Technology Utilization and Digital Citizenship in Public Schools is to involve school community councils in an on-going discussion (at least annually) about creating a safe technology environment for students in public schools. As with other responsibilities of school community councils, it is intended that administrators, staff and parents engage together to bring about the best possible result for students.

The State Board Rule R277-491 requires a report to the councils from the district and school level administration about the technology and training that is currently in place at your district and school. The report will provide some background for the councils to begin a school specific discussion of safe technology and digital citizenship.

Administration Responsibilities – Report to School Community Councils
The district report should include but may not be limited to:
- What filters are being used and how do they work?
- Are there different settings used for different grades and school levels?
- What is district filtering policy on frequently used sites such as YouTube, Google Images, Weebly, and etc.?
- Are there management systems available (MDM, Chrome management, LanSchool, and etc.) that can add additional control and who accesses those systems?
- What resources does the district provide concerning educating students on safe internet use and digital citizenship?
- What is the protocol in district schools when inappropriate content is accessed for students, employees and parents?
- Explanation of district capabilities or inability to change filtering, settings and management tools based on best practices, technological limitations, and funding. Where applicable, districts could include what is provided in connection with e-rate funding.

Schools should add to the district report (at a minimum):
- 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?
- Are there management tools used that allow teachers to digitally monitor student use or limit access to some applications or sites?
- 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, when it happens?

- How does the school balance access and safety appropriate for the grade levels at your school?
- What does the administration see as important opportunities for our students related to constructive, proactive technology use?
- What does the administration see as their greatest threats for your students?
- What are the policies in place for devices brought from home – tablets, cell phones, etc.?
- What does the administration see as the greatest threats for our students on the internet or online?
- 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?

Council Responsibilities

Councils may create a subcommittee to help accomplish the following responsibilities entirely or in part and may partner with non-profit organizations to assist in the education components. It is the responsibility of the council to see that the following is completed each year:

- Receive the report from the district and school administration (as described above).
- Discuss the report and decide:

  Technology. If the filtering, management systems, and supervision practices are appropriate. If not, identify what needs to be addressed in the context of what the school and district are capable of providing under the current filtering and management systems, supervision availability, and financial restrictions. Establish an action plan to address identified concerns.

  If **student education** currently implemented is appropriate and adequate. If not, identify how it could be strengthened, set goals to improve the education and create an action plan to accomplish the goals.

  If the **parent/guardian education** component currently implemented is appropriate and adequate. If not, identify how it could be strengthened, set goals to improve the education component and create an action plan to accomplish the goals. Please note: It is the intent that parent education in combination with student education is more effective. It is not the intent to tell parents 'what to do,' but rather to offer resources to assist them.

- The council implements the action plans or may delegate portions to be completed with a timeline for reporting back to the council.

There are resources and website links at www.schoollandtrust.org under Councils and Work of Councils to assist school community councils in completing these new responsibilities.

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