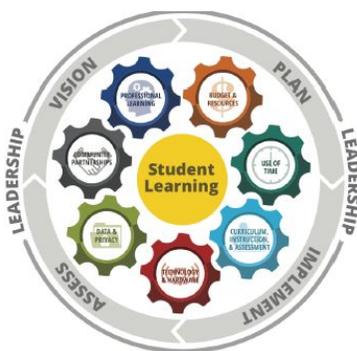


# 2016 - Keeping our Students Safe Online H.B. 213

Through HB 213, community councils have been asked to play a more active role in keeping our students safe online. [Click here for state information about community council responsibilities](#). The legislation requires that community councils are provided with a district report and a school report to inform them to be able to take on this charge. The first part of this handout is a district report around the areas of technology use, student education, and parent education. The final page is a template for the school admin to use to create a school report. The reports do not need to be turned in anywhere, but they are to be used by your council in fulfilling your responsibilities to help keep students safe online.



## Alpine District Report

### Technology Use in School- Filtering and Management

#### Filtering Information

- Alpine School District uses the UEN recommended iBoss content filtering system
- We have different rule sets for elementary and secondary schools so that we can allow some sites in secondary schools without allowing them for elementary schools, although most blocked sites are blocked on all student and guest networks.
- For our elementary computers and Chromebooks we have a special login for K-2 users which limits use to the sites directed by the teacher. We cannot enable unique settings for each school to maintain their own list of allowed and blocked sites. Besides the technological and bandwidth resources this would take, more complexity causes more vulnerability in any security environment.
- The filter works by categorizing known internet content and then allowing us to block inappropriate categories such as pornography, social networking, gambling, weapons, adult content, gaming, etc. Many sites are uncategorized and are blocked on the student network.
- ASD has three different network segments: staff (district or school owned staff devices), student (district or school owned student devices), and guest (all personal devices) network. The guest network has the same rule set as the student network.
- You-Tube and Social Media sites like Facebook and Twitter - These sites are open on the staff network and closed on all other networks. The only exception is for the high school Social Media class where they are opened just within the lab under supervision of the instructor.
- Google Images - Google images are allowed for users as part of Google. Our iBoss filter has enabled safe search for image searches.
- Weebly and Blogspot Pages - By default these sites are open for staff but closed for students and guests. We open individual sites for teachers who create class websites in these platforms. These sites are not allowed for students to create individual sites and blogs for school use. The district provides a managed blogging service called edublogs for student and teacher blogs and sites using the asdpages.org domain. Google Sites is also available.

#### Management Systems

- Desktop and Laptop - The Alpine School District currently is using a site license for LanSchool to manage some desktop and laptop devices. This allows the instructor to monitor the screens of users electronically as well as lock down certain screens.

- Google Apps Management - We are also heavily integrated with Chrome Management for the many ChromeBook and ChromeBox devices that are in use today. It allows us to manage what apps and service are available for users. For instance, this system is what allows us to set our student gmails to send and receive email only to teachers and other students.
- MDM - We use the AirWatch mobile device management system to manage iPads. This allows us to manage which apps are loaded onto devices and to purchase apps legally for school use.

### What can the Community Council do?

- Ensure that K-2 students use the K-2 login and all other students use their unique login with their unique password.
- Ensure that student created web pages are made through the supported asdpages.org or Google Sites.
- Make sure the filtering is working on all school devices by assigning someone to test student devices on the student network.
- Learn what management systems are at use in your school and when it may be helpful for teachers to use them.

## Supervision

- Teachers are asked to monitor students whenever they are online, either electronically or by walking around the classroom.
- Teachers should never put a student on a device with access to the internet in a place or situation where the student knows that the teacher cannot monitor their activity such as in a hallway or back corner of the room.
- Teachers should take special care when directing students to add art or photos to projects by directing them to safe collections of pictures and art like kidzsearch or kids.nationalgeographic.com.
- When inappropriate content is accessed by a student or staff member (either seemingly by accident or on-purpose), the student or students should be removed from the dangerous situation and the school principal or administration should be notified. The device should be isolated and the Technology Office should be contacted. Beside working to fix any issue discovered, the Technology Office will work with the administration to gather information and take appropriate measures if the Acceptable Use Policy was violated.

### What can the Community Council do?

- Learn about and help develop school based practices and procedures to ensure student safety online.
- Provide resources for online supervision where needed.
- Make sure information is communicated to the staff on how to respond if inappropriate content is accessed.
- Review the following [presentation](#) for possible teacher training.

# Student Education

## Elementary Schools

- Digital Citizenship is one of the standards for our elementary technology specialist teachers. You can see the many [resources they have developed here](#). They include resources from NetSmartz, CommonSense media and other state and national resources.
- All teachers who go online should include digital citizenship as part of their regular instruction. The technology specialist is a great resource.

## 7th - 8th Grade

- Our Junior High Media teacher librarians have developed wonderful materials to help students develop digital citizenship skills that can be delivered as students rotate by class into the media center for an orientation.
- Specialty classes that use computers are great places for digital citizenship to be taught. These include Introduction to College and Career Readiness as well as Business and CTE classes.

## 9 - 12 Grade

- Each student is required to complete Computer Technology for high school graduation. This course includes standards specifically addressing digital citizenship topics. You can review the [course standards here](#).
- Many other high school courses include the use of technology and present many opportunities to develop digital citizenship skills.

### What can the Community Council do?

- Develop a plan to specifically address digital citizenship in your school. Learn from the elementary technology specialist teacher, teacher librarian, and/or computer teachers in your school what their current practice is and what topics they cover with which students. It would be wise to invite these specialists to your meeting when you discuss this.
- Decide how you might share resources with other teachers to incorporate digital citizenship into their classes as they use online resources.
- Decide if you would like to sponsor a school-wide initiative to increase awareness around these practices or issues.

# Parent Education

- Many organizations provide great information for parents to help students stay safe when online at home. A few great resources are:  
[utahpta.org/netsafety](http://utahpta.org/netsafety)    [netsafeutah.org/](http://netsafeutah.org/)    [utahnetsmartz.org/](http://utahnetsmartz.org/)
- Has your school provided any information or resources to parents in the past concerning online safety practices and tools?
- Has your school provided any information to parent concerning the topics and information their students receive concerning digital citizenship?

### What can the Community Council do?

- Decide how you may best share resources for digital citizenship and online safety with parents. Consider the role of the community council to provide options and resources without being prescriptive and compulsory. This may include newsletters and other communications, back to school nights, parent conferences, carnivals, and other school events.

# School Report Template

**Computers and Devices in the School for Student Use-** List the devices and main uses (Office applications, research, presentations, CAD, Graphic Design, Curricular apps, etc.)

- Apple Computers - iMac, Mac Mini, or MacBook Pro stationary or mobile labs-
- Windows Computers - Windows based stationary or mobile labs-
- iPads - Classroom deployment or mobile carts-
- Chromebooks - Classroom deployment or mobile carts -

**Management** - Are you using LanSchool or other management tools for devices or labs?

**Supervision** - What training has been given or is being planned to help teachers know how to best supervise students online and what to do if they become aware of inappropriate use.

**Digital Citizenship Plan** - How does your school manage rotation through the elementary lab or through the media center. What topics are addressed with each grade level? What other teachers cover Online Safety topics? Have you held any school wide training (white-ribbon activities, assemblies)

**Parent Resources and Information-** What information has been shared with parents about online safety at school? What resources for home online safety has been shared?

**Policies** - What are your policies for students bringing devices from home including computers, tablets, and phones?

**Decision Making** - How does the school balance access and safety appropriate for the grade levels at your school?

**Guiding Principles** - What does the administration see as important opportunities for our students related to constructive, proactive technology use? What does the administration see as the greatest threats for your students?