SCHOOL SAFETY AND DIGITAL CITIZENSHIP DISCUSSION GUIDE
For School Community Councils

Optional Discussion Guide for School Community Councils
A. Definitions to inform the discussion:
> D**igital citizenship** *means the norms of appropriate, responsible, and healthy behavior related to technology use, including digital literacy, ethics, etiquette, and security.*
> ***Safety principles*** *are principles that strengthen safe and wholesome learning environments when incorporated into programs and resources at the school.*
> *Utah Code 53G-7-1202(1)(a)*

B. School Safety Background Information
School safety is a significant and important issue for all stakeholders. School safety covers a broad spectrum of issues that include day to day threats such as transportation, parking lots, safe walking routes, playgrounds, bullying, access of non-custodial parents, property crime as well as response to fire and natural disasters. Often thoughts turn to high profile incidents that are best addressed by elected board members and law enforcement professionals where plans must be secure. There is much to be done related to day to day student safety where parent involvement is important and can be strengthened. It is vital to consider reliable reports and statistics in making decisions about school safety.

C. Discussion suggestions
After receiving a report from the administration about internet filtering and management tools that are in place, safety programs and protocols, and training currently provided for students and parents related to school safety and digital citizenship, the council is ready for a discussion.
- Are there any questions?
- Do you feel you have enough information to complete the council responsibilities related to school safety and digital citizenship? If not, what additional information do you feel you need to make informed decisions?
- Recognizing opportunities, the administration has outlined for proactive and constructive use of internet opportunities, would the council like to engage students in developing a proactive activity/opportunity?
- If so, shall the council appoint a subcommittee or appoint council members to develop and oversee the implementation of a goal and action plan?
- Is the council comfortable with the activities being implemented at the school?
- Understanding the greatest internet threats and day to day school safety issues identified by the administration, what could the council do to address those concerns specific to our school and students?

Identify priority school safety issues and discuss appropriate actions councils could initiate/implement to mitigate or solve priority concerns.
- Recommendations about issues outside the purview of councils may be forwarded to the administration and local board, as appropriate.
- Determine one or two priorities the council could address by year end.

- How could the council and parents help solve, mitigate or support the school in addressing priority issues?
- How will the identified issues be addressed? Prepare an action plan with a goal, a measurement for goal completion with assignments and timelines for reporting back.

Identify priority internet threats and what actions, including training, could be implemented to address the concerns.

Student Education
- Would feedback/input from students about their experience in the training help the council decide if training is adequate or needs changes? If so, who will provide the information to the council?
- Is the council comfortable with the student education being provided and the groups providing the education?
- If the council recommends changes to training, what are the recommendations?
- What is the timeline/action plan for making changes, including assignments and a completion/reporting timeline to report back to the council?

Parent Education
- Is the council comfortable with the parent education being provided and the groups providing the education?
- If not, what improvements could be made?
- How will the issues needing improvement be addressed?
- Who will address them and how will they be addressed? What is the timeline including a completion/reporting timeline to report back to the council?

Other Internet Issues the Council would like to address
- Are there other issues the council would like to consider? If so, what are they?
- How will the identified issues or opportunities best be addressed?
- Who will address them and how? What is the timeline including a completion/reporting timeline to report back to the council?
- Are there recommendations for the administration, staff and/or the local board?

D. Summary
- Have we addressed the greatest threats and opportunities identified by the staff, administration, students, and council?
- Do the actions and plans promote safe and wholesome learning communities?
- Do the action plans include who has responsibility for each action, clear timelines and dates to report 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.

Paula Plant
paula.plant@schools.utah.gov
801-538-7555