Digital Citizenship at Aspen Elementary
Keeping our Students Safe Online H.B. 213
---an important message from your School Community Council at Aspen---

Look at all this technology!
2015-2016 Technology Device Report for Aspen:

- Computer Lab (iMac Apple Computers) – Available for all grades
- Traveling iPad Cart (40)
- Traveling Chromebook Cart (40)
- iPads for checkout (5)
- Projectors (23)
- Kindergarten- Elmos (2), ipads (8), Kindles (4), Audio Enhancement (2)
- 1st grade- Elmos (4), Kindles (18), Audio Enhancement (4)
- 2nd grade- Elmos (4), Kindles (12), Audio Enhancement (4)
- 3rd grade- Elmos (2), Kindles (11), Smart Boards (1), Audio Enhancement (2)
- 4th grade- Elmos (2), Audio Enhancement (2)
- 5th grade- Elmos (2), Audio Enhancement (2)
- 6th grade- Elmos (2), Smart Boards (1), Audio Enhancement (2)
- Specialty- Elmos (2), Audio Enhancement (2)
- Special Ed- Elmos (2), Audio Enhancement (2)

School Totals: Elmos (22) , Ipads (53), Smart Boards (2), Chrome Books (40), Kindles (45), Audio Enhancement (22), Projectors (23)

Online Safety and security is an important part of Aspen's and Alpine School District's model for helping students learn. We'd like to share some information with the parents of Aspen students to help them be more informed and educated about digital safety and technology use while their children are at school. We are striving to fulfill our Digital Citizenship duties here at Aspen. Our three areas of responsibility are:
1) technology use   2) student education   3) parent education

1 - Technology Use in School-   Filtering, Management, and Supervision
Filtering

- Alpine School District uses the UEN recommended iBoss content filtering system with the recommended K-12 configuration that will block most unwanted websites.
- Elementary schools have a different rule set than secondary schools so that the district 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.
- In our elementary computer lab, we have a special login for K-2 users which limits use to the sites directed by the teacher and restricts search engines.
- 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. Secondarily, the filter has a list of keywords that will create a block if used in searching or if the keyword is in the internet address.
- ASD has three different networks: 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.
- Google Images - Google images are allowed for users as part of Google. Our iBoss filter has enabled safe search for image searches.
- Here at Aspen, we use district recommended sites that are tested and proven to have factual and appropriate content. Recommendations from teachers and collaborative groups are accepted and tested. Our computer specialist procures and tests sites that are grade applicable and appropriate.

Management Systems

- Google Apps Management -ASD is 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 (Mobile Device Management) -ASD is in the process of configuring a MDM (Mobile Device Management) system to give us more management of other mobile devices, especially iPads. This will allow teachers to have some visibility and control of student iPads while in use.
- Intern Acceptable Use Policy (AUP)- The entire school district has direct responsibilities and consequences for electronic device usage.

Supervision when Students are using Technology

- Students have an assigned day to attend the computer lab and receive direct instruction. Teachers are able to utilize the computer lab on Mondays and during Track times. Chrome books and iPads are available for specified grades. Signup sheets for each grade are coordinated by the individual grades.
- Teachers are asked to monitor students whenever they are online, either electronically or by walking around the classroom.
- LanSchool- This allows the computer specialist to manage laptop and desktop devices.
- Teachers 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.
- Active Directory tracks all students and staff web access.
- Teachers 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 (AUP) was violated.

2 - Student Education

- Digital Citizenship is one of the standards for elementary technology specialist teachers in our district. They include resources from NetSmartz, CommonSense media and other state and national resources.
- All teachers who go online include Digital Citizenship as part of their regular instruction. The computer teacher and other technology specialists are a great resource for our teachers.

3 - Parent Education

- Many organizations provide great information for parents to help students stay safe when online at home. There is a "Keeping our students safe" online packet and Utah Education Network (UEN) provides search tools and resources for parents and teachers. A few great resources are:
  utahpta.org/netsafety   netsafeutah.org/   utahnetsmartz.org/