

BP Educational Technology Plan

Appendix B – Digital Citizenship Integration Plan

Digital Citizenship Yearly Implementation Plan 2017-2018

Date	Steps	Person Responsible
July - August	<p>Preparation</p> <ul style="list-style-type: none"> • District Lead will set up whole community training • District Lead will set up training for facilitators • District Lead joins Common Sense’s Professional Learning Network • District Lead reviews Common Sense Resources/Curriculum • District Lead reviews requirements for School and District Certification • Revise vision statement if necessary • Facilitator’s names are provided to the District Lead 	District Lead Administration Technology Team Building Principals
August-September	<p>Training/Curriculum Updates</p> <ul style="list-style-type: none"> • Facilitators take K-12 Online Curriculum Training • District Lead provides follow up training/curriculum updates • School Project Leads are determined • Facilitators/teachers determine content to be taught - examples will be provided • Facilitators/teachers join PLNs on Edmodo or edWeb and create a welcome message and their feel on Digital Citizenship. (Be sure to get a screenshot/or use a snipping tool for evidence.) 	District Lead Building Principals School Project Lead Facilitators/Teachers
September-March	<p>Promote District Digital Citizenship with Community</p> <ul style="list-style-type: none"> • Update webpage monthly with Common Sense Media links • Family Tip Sheets will be placed on district webpage or distributed • Minimum of one family/parent event will be held 	Michele Kelly Administrators District Lead
September-March	<p>Promote Campus Digital Citizenship Initiative</p> <ul style="list-style-type: none"> • District Lead provides updates or topics on Digital Citizenship to School Project Leads • District Lead/School Lead/Students present Digital Citizenship at Board Meeting 	Building Principals District Lead School Lead

Date	Steps	Person Responsible
	<ul style="list-style-type: none"> • School Project Lead/District Lead presents at faculty meeting on Common Sense Education - Digital Citizenship 	
October - February	<p>Facilitators Teach Lessons</p> <ul style="list-style-type: none"> • All students will be trained on digital citizenship topics using Common Sense Education curriculum. • Common Sense Education Scope and Sequence will be used for grades K-12 	Facilitators/Teachers
March	<p>Application</p> <ul style="list-style-type: none"> • Teacher report lessons and times to School Project Lead • School Project Lead completes all paperwork. • District Project Lead will complete School Certification paperwork and submits to Common Sense Education. • District Project Lead will complete District Certification paperwork and submit to Common Sense Education. 	Facilitators/Teachers School Project Lead District Lead Building Principals
April	CELEBRATE	BP Community