

## **Digital Citizenship and Media Literacy/Lesson Plans**

To insure proper planning and continuity of instruction, each teacher shall prepare lesson plans for daily instruction. To facilitate effective instruction and in preparation for possible substitute teachers, lesson plans must be prepared sufficiently in advance of class presentation. The format for the lesson plans will be specified by the building principal, shall be reviewed on a regular basis and must be readily available in the event a substitute teacher is needed.

### **Purpose**

In recognition of the fact that students use technology to play, learn, and communicate while at home and at school, it is important that they learn how to use that technology responsibly. The District is committed to educating every student on how to use technology in ways that augment their learning experience, leading to analysis, evaluation, reflection, and enhanced skills of expression. As the District's educators guide exploration of the digital landscape, they will encourage students to be critical and creative thinkers. Students, in turn, are expected to actively engage with and express their voices in the digital landscape.

### **Definitions**

The District is dedicated to promoting and instilling principles of digital citizenship and media literacy in each of its students.

### **Digital Citizenship**

Digital citizenship includes the norms of appropriate, responsible, and healthy behavior related to current technology use, including digital and media literacy, ethics, etiquette, and security. Digital citizenship includes the ability to access, analyze, evaluate, develop, produce, and interpret media, as well as internet safety and cyberbullying prevention and response.

Digital citizens recognize and value the rights, responsibilities, and opportunities of living, learning, and working in an interconnected digital world, and they engage in safe, legal, and ethical behaviors. Digital citizens cultivate and manage their digital identity and reputation, and are aware of the permanence of their actions in the digital world. They advocate for themselves and others in their behavior, action, and choices.

### **Media Literacy**

Media literacy is the ability to access, analyze, evaluate, create, and act using a variety of forms of communication. Media literacy includes the ability to understand how and why media messages and images are constructed and for what purposes they are used.

Media literate citizens examine how individuals interpret messages differently based on their skills, beliefs, backgrounds, and experiences. They also consider how values and points of view are included or excluded in various media.

Media literate citizens remain continually aware of the ways in which media can influence beliefs and behavior. In addition, media literate citizens are effective communicators, able to demonstrate critical and creative thinking as they utilize appropriate media creation tools. Further, they understand the conventions and characteristics of the tools they have selected.

Media literate citizens are able to adapt to changing technologies and develop the new skills required as they continue to engage in life-long learning. Media literacy empowers individuals to participate as informed and active citizens in a democracy.

### **Elements of Successful Implementation**

The District aspires to implement the following practices to promote digital citizenship and media literacy for all students.

### **Student Instruction**

In recognition of the fact that students are consumers and creators of information and ideas, the District promotes cross-curricular integration of digital citizenship and media literacy and leadership instruction at all levels. The District recognizes the importance of students as active participants, role models, and peer mentors in addressing the following topics:

#### **1. Online Safety, Responsibility, and Security**

Students will learn how to be safe and responsible digital citizens, and they will be encouraged to teach others about issues such as cyberbullying, social networking, online predators, and risky communications.

#### **2. Media Literacy**

Students will learn how to produce their own media; how to examine the ways in which people experience or interact with media differently; how to identify embedded values and stereotypes; how to analyze words and images critically; and how to evaluate the various sources of information with which they are presented.

#### **3. Law, Fair Use, Copyright, and Intellectual Property**

Students will learn about the importance of navigating the digital landscape in ways that are legal, including access to and use of copyrighted materials. Students will also learn how to access and create intellectual property legally.

#### **4. Online Identify and Personal Brand**

Students will learn about their “digital footprint” and the persistence of their digital information, including on social media. Students will also learn about the creation and maintenance of their self-image, reputation, and online identity.

#### **5. Ethics, Digital Communications, and Collaboration**

Students will learn about fairness and civil discourse in the digital environment, including the importance of collaborating and ethically interacting with others online.

### **Professional Development**

The District endeavors to support teachers and instructional leaders in developing leadership skills and proficiency in the principles of digital citizenship and media literacy, both as an instructional imperative and as dynamic District policy and practice.

**Policy and Practices**

The District acknowledges the need for digital and online policies that are dynamic and responsive to diverse community standards and student learning outcomes. The District annually reviews its policies and procedures on electronic resources, Internet safety, digital citizenship, and media literacy. The District authorizes the Superintendent to develop further procedures and guidelines if appropriate.

**Communications and Engagement**

The District acknowledges that parents and community stakeholders are partners in developing students as digital citizens and life-long learners. The District encourages parents' active engagement in the process of educating students to become media-literate digital citizens.

**Cross References:**

- Policy 4217, Effective Communication
- Policy 5281, Disciplinary Action and Discharge
- Policy 4400, Election Activities
- Policy 4040, Public Access to District Records
- Policy 3241, Classroom Management, Discipline and Corrective Action
- Policy 3231, Student Records
- Policy 3207, Prohibition of Harassment, Intimidation and Bullying
- Policy 2025, Copyright Compliance
- Policy 2020, Course Design, Selection and Adoption of Instructional Materials

**Legal References:**

- RCW 28A.650.010, Definitions
- RCW 28A.650.045, Digital citizenship, internet safety, and media Literacy

**Management Resources:**

- 2017 – December Policy Issue

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**District Name: Reardan-Edwall School District No. 009**