



05/13/2023

DIGITAL LITERACY ROADMAP

Santa Cruz City Schools

PREPARED BY

Hailee Lawton, April Porterfield, Shelby Dong, Kristen Cameron, Erin Asamoto

ABOUT SANTA CRUZ CITY SCHOOLS

SITE OVERVIEW

Bay View Elementary is a diverse school on the west side of Santa Cruz. It has a population of 38% English learners (Spanish primary language) and varied a socio-economic community.

DEFINING DIGITAL LITERACY

Digital literacy means having the skills you need to live, learn, and work in a digital world. Students who are digitally literate know how to find, evaluate and share the information they want/need, and how to be critical consumers and mindful creators of content.

OUR VISION

*Bay View Elementary School believes that students need safe and equitable access to digital tools, as well a comprehensive and appropriate instruction in information and digital literacy. *

WHERE WE STARTED

NEEDS ASSESSMENT

Insert image from your [assessment report](#) and provide a short narrative explaining the process (i.e., In the Fall of 2022 our team convened around a digital literacy needs assessment).

WHERE WE 'RE GOING

DIGITAL LITERACY ROADMAP

EQUITY

You can add a short narrative here or delete this text.

Safety

ACTIONS	YEAR ONE	YEAR TWO	YEAR THREE
<i>Establish and deliver a clear message for why digital literacy is important to our partners (family, students, educators, community, staff).</i>	50%	75%	100%

Participation

ACTIONS	YEAR ONE	YEAR TWO	YEAR THREE
<i>Students are aware of and can use accessibility tools.</i>	50%	75%	100%
<i>Teachers are aware of and can guide students to use accessibility tools.</i>	50%	75%	100%

Self-Development

ACTIONS	YEAR ONE	YEAR TWO	YEAR THREE
<i>All students have the necessary technology to be successful.</i>	50%	75%	100%

Equity Resources:

- [Tech Resource Hub for K-12 Teachers](#): A collection of resources and tools for teachers to guide students to use accessibility tools.
- [CAST UDL Toolkit](#): A set of guidelines and tools to make content more accessible to students with diverse learning needs.

- [**Accessible Technology Coalition:**](#) A nonprofit organization that provides guidance to educators and administrators on accessibility and assistive technology.
- [**Assistive Technology Tools and Resources for Learning:**](#) A collection of resources and tools for teachers to guide students with disabilities to access digital materials.
- [**Web Content Accessibility Guidelines \(WCAG\):**](#) A set of guidelines for making web content more accessible, including tools for teachers to help students access online materials.
- [**ISTE:**](#) Equity and Digital Learning
- [**NEA Today:**](#) Connecting All Students with Devices, the Internet and Teachers
- [**EdTech Magazine:**](#) Closing the Digital Divide: K-12 Tech Strategies for Educational Equity
- [**eSchool News:**](#) How districts can ensure every student has equitable access to technology
- [**The Education Trust:**](#) Equity in Motion: Racial Equity in Access to Devices During COVID-19
- [**Digital Literacy Assessment Tool:**](#) A tool to assess an individual's digital literacy skills and identify areas for improvement.
- [**Digital Literacy in the Community:**](#) A resource for community organizations to promote digital literacy skills and access to technology.
- [**Digital Literacy for Parents:**](#) An article that outlines the importance of digital literacy for parents and offers tips for helping their children develop these skills.
- [**Digital Literacy for Teachers:**](#) A guide to help teachers understand the importance of digital literacy and how to incorporate it into their teaching practices.
- [**Digital Literacy and Citizenship Curriculum:**](#) A comprehensive curriculum to teach digital literacy and citizenship skills to students of all ages. Includes lesson plans, activities, and assessments.
- [**Texthelp:**](#) A suite of software tools that help students with reading, writing, and study skills, including text-to-speech, screen-readers, and phonetic spell-checkers.
- [**Campus Access Services:**](#) A comprehensive service that provides accommodations for students with disabilities at the University of Washington.
- [**Microsoft Accessibility Learning online courses:**](#) A series of free online courses that teach students how to use accessibility features in Microsoft products.
- [**WebAIM: Introduction to Web Accessibility:**](#) An online tutorial that introduces the concepts of web accessibility and provides guidance on how to ensure web content is accessible to all users.
- [**Accessible Learning Online Resources \(ALO\):**](#) A collection of online resources to help students with disabilities use digital technologies.

INSTRUCTION

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Safety

ACTIONS	YEAR ONE	YEAR TWO	YEAR THREE
<i>Students transfer information learned online into their own words.</i>	50%	75%	100%
<i>Students learn to identify bias in digital resources.</i>	50%	75%	100%
<i>Students understand how to access information from trustworthy and reliable sources.</i>	50%	75%	100%
<i>Create a bank of short lessons and activities that support the scope and sequence/digital citizenship week to be used by teachers and students at our site.</i>	50%	75%	100%
<i>Students learn to be discerning consumers of information and how to determine hoaxes and fakes.</i>	50%	75%	100%

Participation

ACTIONS	YEAR ONE	YEAR TWO	YEAR THREE
<i>Students utilize digital portfolios to track their progress and showcase their work.</i>	50%	75%	100%
<i>Create opportunities for students to safely learn how to critique, respond and comment on student work.</i>	50%	75%	100%
<i>Develop a beginning of the year lesson sequence for all student-facing platforms, K-5</i>	50%	75%	100%
<i>Teachers regularly utilize technology to effectively communicate with their students.</i>	50%	75%	100%
<i>Students are trained in creating multimedia presentations</i>	50%	75%	100%
<i>Students exhibit proper care of digital devices.</i>	50%	75%	100%
<i>Students exhibit proper care of digital devices.</i>	50%	75%	100%

Self-Development

ACTIONS	YEAR ONE	YEAR TWO	YEAR THREE

Instructional Resources:

- [**Safeguarding Digital Devices:**](#) An online course for students on how to safeguard their digital devices from theft and damage.
- [**Digital Device Maintenance Checklist:**](#) A printable checklist for students to follow to ensure proper care and maintenance of their digital devices.
- [**Teaching Students to Care for their Digital Footprint:**](#) An article that provides tips and activities for teaching students to be responsible with their digital footprint and devices.
- [**Digital Citizenship: Responsibility & Ownership:**](#) A video lesson on digital citizenship covering responsible use and ownership of digital devices.
- [**Digital Device Maintenance Checklist:**](#) A checklist that students can use to ensure that they are properly caring for their digital devices.
- [**Managing and Protecting Digital Devices:**](#) A guide for educators on best practices for managing and protecting classroom digital devices.
- [**Digital Device Care Guidelines for Students:**](#) A set of guidelines for students on how to properly care for their digital devices.
- [**10 Tips to Keep Your Digital Devices Safe and Secure:**](#) An article that provides tips on how to properly care for and protect digital devices.
- [**Digital Citizenship Curriculum:**](#) A comprehensive curriculum on digital citizenship that includes lessons on proper care of digital devices.
- [**MediaWise for Educators:**](#) A resource hub for educators to teach media literacy and identify misinformation with a series of lesson plans and activities.
- [**Common Sense Education:**](#) A website with a variety of free resources for teaching digital citizenship and media literacy, including lesson plans and online games.
- [**Factitious game:**](#) A game that helps students learn to identify fake news and misinformation.
- [**iCivics Digital Literacy Curriculum:**](#) A free online curriculum that teaches students how to evaluate the credibility of sources and identify false information in the context of civics and politics.
- [**Checkology Virtual Classroom:**](#) An online learning platform where students learn to be critical journalists and how to identify fake news with interactive content.
- [**How to Mix Visual Media for Maximum Impact:**](#) An article that explores the different ways to mix visual media, including text and images, to achieve maximum impact in visual communication.
- [**Mixing Text and Images: Combining Text and Graphics for High-Impact Visuals:**](#) A tutorial that guides students on how to mix text and images to create high-impact visuals for presentations and other purposes.
- [**Creating a Multimedia Presentation Using Multiple Means of Representation:**](#) A guide that explains how to create a multimedia presentation that incorporates text, images, and other forms of media.
- [**ISTE Standards for Students:**](#) A set of standards that outline what students should know and be able to do in order to be responsible digital citizens.

- [**BrainPOP Digital Citizenship Lessons:**](#) Short animated videos and activities for teaching digital citizenship.
- [**Google for Education: Be Internet Awesome:**](#) A program with games and activities for teaching digital citizenship.
- [**Teaching Digital Citizenship:**](#) A collection of short lessons and activities for teaching digital citizenship.
- [**Common Sense Education Digital Citizenship Curriculum:**](#) A comprehensive K-12 curriculum for teaching digital citizenship skills.
- [**Google for Education:**](#) Google's suite of tools and resources for educators to improve productivity, facilitate communication, and enhance student learning.
- [**ISTE:**](#) A nonprofit organization that provides professional development, advocacy, and resources for using technology to enhance teaching and learning.
- [**EdSurge:**](#) A website that covers education technology news and provides resources for educators and administrators.
- [**eSchool News:**](#) A website that offers news, information, and resources for education technology and innovative instruction.
- [**EdTech Magazine:**](#) A magazine that provides insights and information on education technology trends and best practices.
- [**5 Tips for Evaluating Sources:**](#) A list of five tips for evaluating sources that include checking the author, looking for references, and verifying the facts
- [**How to Know if a Source is Credible:**](#) An infographic that teaches students how to evaluate sources based on author credentials, references, and bias
- [**Credible sources count!:**](#) A video that teaches students how to evaluate sources for credibility
- [**Evaluating Sources: The CRAAP Test:**](#) A guide to evaluating sources using the CRAAP Test criteria of currency, relevance, authority, accuracy, and purpose
- [**AllSides:**](#) A website that provides news coverage from multiple perspectives to help readers identify bias in news reporting.
- [**Media Smarts:**](#) A website dedicated to media literacy education that includes resources for identifying bias in media.
- [**How to avoid fake news and filter bubbles? Critical thinking and media literacy:**](#) An article that explains how critical thinking and media literacy can help identify bias in news and avoid filter bubbles.
- [**Teachable Moment: Learning to Recognize Bias in Media:**](#) A lesson plan designed to teach students how to identify bias in media.
- [**Breaking Bias: How to Spot It, Stop It, and Build More Inclusive Organizations:**](#) An article that provides practical tips for identifying and addressing bias in the workplace.
- [**The First Six Weeks of School:**](#) An article with tips and strategies for creating a successful beginning of the year sequence for K-5 students.
- [**Education World's Back to School Lesson Plans:**](#) A collection of lesson plans for K-5 students to help ease the transition back to school.
- [**PBS LearningMedia Back to School Collection:**](#) A collection of videos, lesson plans, and activities for K-5 students to help them acclimate to the new school year
- [**Scholastic Beginning of the Year Activities:**](#) A variety of fun activities for the beginning of the year, including icebreakers, get-to-know-you games, and team-building activities.
- [**Back to School Resources for Teachers:**](#) A collection of resources including lesson plans, activities and printables for K-5 students for the beginning of the school year

- [**The Perdue Online Writing Lab \(OWL\):**](#) The Perdue OWL provides writing resources and instructional material to assist students in their writing projects.
- [**The Writing Center:**](#) The Writing Center offers personalized writing assistance and resources to help students strengthen their writing skills.
- [**Plagiarism Checker:**](#) This tool allows students to check their work for plagiarism and ensure they are accurately paraphrasing and citing their sources.
- [**Online Writing Lab \(OWL\):**](#) The OWL provides writing resources and instructional material to assist students in their writing projects.
- [**How to Paraphrase – A Guide for Students:**](#) This guide provides helpful tips and strategies for paraphrasing and avoiding plagiarism.
- [**Giving and Responding to Peer Feedback:**](#) This resource provides advice on how to give and respond to peer feedback, including critiques and comments.
- [**Responding to Student Writing:**](#) This resource offers guidance on how to respond to student writing, including critiques and comments.
- [**Teaching Students to Give Constructive Feedback:**](#) This article outlines the importance of giving constructive feedback and offers strategies for teaching students how to do so.
- [**How to Give Constructive Criticism: 6 Helpful Tips for the Classroom:**](#) This blog post provides teachers with tips on how to teach students to give constructive criticism in the classroom.
- [**Pathbrite:**](#) A digital portfolio platform that allows students to showcase their achievements, skills, and work samples to potential employers.
- [**Edmodo:**](#) A learning management system that allows teachers and students to collaborate, share content, and monitor their progress using a digital portfolio.
- [**FreshGrade:**](#) A cloud-based platform that helps teachers create digital portfolios for individual students or whole classes, track student progress, and communicate with parents.
- [**Google Classroom:**](#) A free web service for schools, non-profits, and anyone who has a personal Google account. It allows teachers to create and manage classes, assignments, and grades.
- [**Seesaw:**](#) A student-driven digital portfolio that empowers students to independently document and share what they are learning at school.

PROFESSIONAL DEVELOPMENT

You can add a short narrative here or delete this text.

Safety

ACTIONS	YEAR ONE	YEAR TWO	YEAR THREE

Participation

ACTIONS	YEAR ONE	YEAR TWO	YEAR THREE
<i>Establish a peer mentoring system for scaffolding digital learning for staff.</i>	50%	75%	100%

Self-Development

ACTIONS	YEAR ONE	YEAR TWO	YEAR THREE
<i>Time is provided for grade and/or subject alike teachers to collaborate around technology integration.</i>	50%	75%	100%
<i>Our teachers and staff are provided support and training in computer science.</i>	50%	75%	100%
<i>Time is provided for grade and/or subject alike teachers to collaborate around technology integration.</i>	50%	75%	100%
<i>Teachers understand how to integrate the use of technology tools within the study of a particular content area.</i>	50%	75%	100%

PD Resources:

- [ReadWriteThink](#): Lesson plans and resources for integrating technology into literacy instruction.
- [Common Sense Education](#): Reviews and ratings of educational technology tools and resources.
- [TeachThought](#): Resources for teachers on technology integration, including articles, podcasts, and professional development opportunities.
- [ISTE Standards for Educators](#): Framework for educators to guide them in using technology for learning and teaching.
- [EdTechTeacher](#): Professional development and workshops for teachers on integrating technology into the classroom.
- [EdSurge](#): Offers a variety of resources for teachers to learn about technology integration including news, articles, and job postings

- [**ISTE - Professional Learning Networks:**](#) ISTE offers Professional Learning Networks (PLNs) for teachers to connect and collaborate around technology integration
- [**EdTechTeam Teacher Leader Certification:**](#) Offers a certification program for teachers to become EdTech leaders and learn about technology integration
- [**Google for Education Teacher Center:**](#) Offers Professional Development courses for teachers to learn about technology integration using Google tools
- [**Common Sense Media - Professional Development:**](#) Offers Professional Development for teachers to learn about technology integration and digital citizenship
- [**Scaffolding Digital Learning: A Step-by-Step Guide:**](#) This guide provides a systematic approach to scaffolding digital learning for staff, including tips on identifying learning objectives, selecting appropriate resources, and providing support.
- [**Digital Learning for Staff: An Introduction:**](#) This resource provides an overview of digital learning for staff and discusses its importance in the modern workplace.
- [**Peer Mentoring Handbook:**](#) This handbook provides practical tips and tools for implementing a peer mentoring program in various educational settings.
- [**Building an Effective Peer Mentoring Program:**](#) This resource provides guidance on how to establish a successful peer mentoring program in an educational setting.
- [**Peer Mentoring in Higher Education: A Review of the Literature:**](#) This article provides an overview of peer mentoring in higher education and discusses its benefits and challenges.
- [**Khan Academy Computing:**](#) Free online courses and exercises to learn computer science
- [**MIT OpenCourseWare:**](#) Free online computer science courses and materials from MIT
- [**Google for Education Training Center:**](#) Free online training for educators to learn about Google products
- [**Computer Science Teachers Association \(CSTA\):**](#) National membership organization for K-12 computer science teachers
- [**Code.org Professional Learning Program:**](#) Professional development program for K-12 educators to learn computer science
- [**TeachThought:**](#) TeachThought is a blog that offers tips and advice for teachers regarding technology integration.
- [**Google for Education Training Center:**](#) Google for Education Training Center provides online courses for teachers to learn how to use Google tools to enhance their teaching and student learning.
- [**Common Sense Education:**](#) Common Sense Education offers a variety of resources, including curriculum lessons, professional development, and videos to help teachers integrate technology into their classroom.
- [**ISTE Standards for Teachers:**](#) The International Society for Technology in Education (ISTE) establishes standards for technology integration for teachers.
- [**Edutopia:**](#) Edutopia offers a wide range of articles, blogs, and discussion boards to inspire and empower teachers to integrate technology into their teaching practices.

MONITORING THE ROADMAP

ACTIONS	TIMELINE	PERSON(S) RESPONSIBLE