



# Learning and Technologies Strategic Plan Monitoring

**Goal:** To provide a high level of safety and security for all data, integrations, and communications at every level of our organization. We will strive to ensure all of our students and RCCDSB employees have a solid understanding and ability to practice safety and security in all of their online interactions and communications.

Priority #1 Privacy and Security	Timeline	Staff Member Overseeing/ Monitoring Goal	Evidence of Progression/Completion
<b>Key Deliverables</b>			
Review and revamp all IT policies and procedures <ul style="list-style-type: none"> <li>• Appropriate Use of Technology Signing Procedure</li> <li>• Bring Your Own Device</li> <li>• Device Management Policy</li> <li>• Device Maintenance/Repair Procedure</li> <li>• Device Loan Agreement</li> <li>• Cyber Breach Action Plan</li> </ul>	May 2022 to August 2023	Chris Blackstock Julia Graydon Tyson Holly Mike Perry  <b>COPE Procedures:</b> Donna Santerre Kelly Etmanskie Katherine McLaughlin Heidi Fraser	<b>Completion of Updating of policies and procedures:</b> <ul style="list-style-type: none"> <li>• Appropriate Use of Technology</li> <li>• Bring Your Own Device</li> <li>• Device Management Procedure</li> <li>• Device Maintenance/Repair Procedure</li> <li>• Device Loan Agreement</li> <li>• Cyber Breach Action Plan</li> </ul>

<ul style="list-style-type: none"> <li>• Procedure/Guideline for COPE Members communicating with parents digitally</li> <li>• Procedure/Guidelines for COPE Members working at St. Kateri Tekakwitha or supporting students in a virtual platform</li> </ul>			<ul style="list-style-type: none"> <li>• Procedure/Guideline for COPE Members communicating with parents digitally</li> <li>• Procedure/Guidelines for COPE Members working at St. Kateri Tekakwitha or supporting students in a virtual platform</li> </ul>
A Cyber Security course/module will be developed for all staff that will be given at the beginning of each year.	<p>Developed August 2022</p> <p>Launched September 1st &amp; 2nd if possible</p>	Chris Blackstock <a href="#">Jillian Burchart</a>	<ul style="list-style-type: none"> <li>• Creation of Cyber Security Module</li> <li>• Integration of Module into Safe Schools Training by Vector Solutions Portal</li> <li>• Communication to Principals at August LTM and all Staff for 2022-2023 PA Days Sept. 1st &amp; 2nd</li> </ul>
Create a document outlining current Privacy Laws in relation to the transmission of student information and data.	<p>October 2023</p> <p>Cyber Security Awareness Month</p>	Chris Blackstock <a href="#">Julia Graydon</a> Risa Pisa ~ ECNO	<ul style="list-style-type: none"> <li>• Meet with ECNO Regional Manager</li> <li>• Decide on Resource</li> <li>• Communicate to Principals at Sept. LTM and all staff during Cyber Security Awareness Month</li> </ul>
Develop a process for acquiring and maintaining all digital subscriptions.	<p>Start Process in June 2022</p> <p>Completion</p>	Derek Lennox Heidi Fraser Tyson Holly Chris Blackstock Alison Radley	

	by October 2022	Walters Josh Nokes  Julia Graydon Learning and Technologies Steering Committee	
Creation of a Procedure for the Learning and Technologies Committee to follow in relation to meeting regularly to review the digital subscriptions we own and possible new additions.	Start Process in June 2022  Completion by October 2022	Derek Lennox Heidi Fraser Tyson Holly Chris Blackstock Julia Graydon  Learning and Technologies Steering Committee	