



08/11/2020

Re: Provision and Recording of In-Person and Remote Educational Services

Dear Families:

In an effort to provide continuous learning opportunities to students during the COVID-19 pandemic, the District is providing remote learning at the start of the 2020-2021 school year. The District's remote learning plan will include live and recorded instructional sessions to students via third-party remote meeting platforms, such as Google Meets and Seesaw.

To provide virtual learning opportunities as part of the District's remote learning plan, the District may livestream and/or record live lessons during live instruction to provide identical instructional opportunities to those students participating in remote learning. The use of livestream and/or recorded in-person lessons and remote meeting platforms carry potential privacy risks for students. Students will be logging into the remote meeting platforms and engaging with District staff and other students from home. Students and their parents (and possibly other family members) will have the ability to see and hear District staff and *other students* if the instructional services are livestreamed and/or recorded in a classroom setting or provided in a virtual classroom/group setting on the remote meeting platform. In addition, for students participating in a virtual classroom, group, or individual sessions, the remote meeting platform may maintain, utilize, or disclose student information for its own purposes in line with its terms of service.

Therefore, please note that teachers may livestream and/or record their lessons and use remote meeting platforms so students unable to participate live instruction can participate remotely and/or review the lessons at a later time. As a result, your student may be viewed and/or recorded while participating in class.

If your student is participating in remote learning, please ensure your student is in a quiet location with minimal distraction, and that his or her device is not visible to the public. We note that no virtual classroom, group, or individual session should be recorded, downloaded, or shared in any manner by students or parents. Your student remains subject to the District's Acceptable Use Policy.

If you have any concerns regarding your student's participation in live instruction and/or remote learning through virtual meeting platform(s) during this period, especially regarding your student's privacy or confidentiality rights, please contact your child's building principal.

Thank you for your partnership and patience as we work to provide your student with continuous learning opportunities during this challenging time.

Sincerely,

A handwritten signature in cursive script that reads "Sandra Keim-Bounds".

Dr. Sandra Keim-Bounds
Assistant Superintendent of Teaching and Learning