

**Multnomah Education
Service District**

Code: **IIBGA-AR(2)**
Revised/Reviewed: 4/22/13
Orig. Code(s): IIBGA-AR

Electronic Communications - Sample Letter

Dear Parents:

Your student has asked to participate in MESD's electronic communications program and needs your permission to do so. Your student will be able to communicate with other schools, colleges, organizations and individuals around the world through the Internet and other electronic information systems/networks.

The Internet is a system which links networks creating a large and diverse communications network. Internet access allows your student the opportunity to reach out to many other people to share information, learn concepts and research subjects by the sending and receiving of messages using an internet connected computer.

With this educational opportunity also comes responsibility. It is important that you and your student read the enclosed policy, administrative regulation and agreement form and discuss these requirements together. Inappropriate system use will result in discipline up to and including expulsion, suspension or revocation of your student's access to MESD's system and/or referral to law enforcement officials.

Although MESD is committed to practices that ensure the safety and welfare of system users, including the use of technology protection measures such as Internet filtering, please be aware that there may still be material or communications on the Internet that staff, parents and students may find objectionable. While MESD neither encourages nor condones access to such material, it is not possible to eliminate that access completely.

Attached to this letter are the following important documents:

1. An agreement for your student to read and sign stating his/her agreement to follow MESD's Electronic Communications System policy and administrative regulation. This agreement requires your signature. It must be signed and renewed each year and will be kept on file at the school;
2. MESD's Electronic Communications System policy and administrative regulation.

Please review these materials carefully with your student and return the attached agreement form to the school office indicating your permission or denial of permission for your student to participate in the MESD's electronic communications system.

Sincerely,

System Administrator