K-12 Executive Directors
Billings Public Schools
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Dear Parent/Guardian,

Our district uses Google Apps for Education, which allows students to have access to, filtered and monitored email, as well as collaborative tools and a personal account on Chromebooks in our district. We call these accounts D2Student Apps.

D2Student Apps is a set of online tools for communication, collaboration, time-management, and document storage. Provided by Google to the district at no cost, these tools include:

- Google Mail: a fullly functioning e-mail program
- Calendar: a customizable calendar and to-do list
- Contacts: an address book
- GoogleDrive: a word processing, spreadsheet, presentation and drawing program that allows multi-user access and editing
- Google continues to add new tools and the district will evaluate each for its educational potential prior to implementing them

All of these tools are Internet based and can be accessed from any Internet-connected computer with a web-browser. No special software is required.

Our primary reasons for supplying these tools to students are:
- To give our students practice in responsibly and appropriately using current technology applications and tools for their education
- To give students the ability to work on common, no-cost tools on their own documents both at school and outside of school
- To facilitate "paperless" transfer of work between students and teachers
- To provide adequate (thirty gigabyte) long-term storage space for student work
- To help students work collaboratively, engage in peer-editing of documents, and publish for a wider audience
- To promote a more student-centered learning environment

To ensure the safety of our students, D2Student Apps student domains are "closed." This means that students can only email and share documents with their teachers and other students within the district. Their email is also filtered by a Human Monitoring System (HMS) from Gaggle. HMS monitors for inappropriate, abusive or threatening language, as well as student safety and security issues and spam. Messages that may contain questionable content or threaten student safety are reviewed by a real person and appropriate action is taken immediately.

Students will be reviewing our district's acceptable use policy and receive on-going instruction in Internet Safety before we introduce these tools to students. Using online tools responsibly will be an important part of the learning experience.

We require your consent to allow students in Grades K-6 to use these valuable online tools. You will need to acknowledge you have read this form and confirm permission with your electronic signature. If you have any questions, please do not hesitate to contact us.