



Brownsville Independent School District

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Dr. René Gutiérrez
Superintendent

Electronic Communication with Students Request Form

2022-2023 School Year

Employee: _____

Subject/Organization: _____

School: _____

Electronic Communication System being used: _____

A certified employee, licensed employee, or any other employee designated in writing by the Superintendent or a campus principal may use electronic communication, as this term is defined by law, with currently enrolled students only about matters within the scope of the employee's professional responsibilities. All other employees are prohibited from using electronic communication directly with students who are currently enrolled in the District. An authorized employee who communicates with a student using electronic communication shall comply with the following protocol:

- The employee shall include at least one of the student's parents or guardians as a recipient on each electronic communication to the student so that the student and parent receive the same message; and
- The employee shall include his or her immediate supervisor as a recipient on each electronic communication to the student so that the student and supervisor receive the same message.

I, _____, will use the above checked protocol when using electronic communication with students. I will limit communication to matters within the scope of my professional responsibilities within the hours authorized by my principal: _____ a.m. to _____ p.m.

Sponsor's Signature

Date

Principal's Signature

Date

*BISD does not discriminate on the basis of race, color, national origin, sex, religion, age, disability or genetic information in employment or provision of services, programs or activities.
BISD no discrimina a base de raza, color, origen nacional, sexo, religión, edad, discapacidad o información genética en el empleo o en la provisión de servicios, programas o actividades.*

08/01/22