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### Exhibit A—Parent Consent Form for Electronic Communications Based on Employee’s Social or Family Relationship with a Student

**Note to school administrator:** An employee who claims an exception from the District’s policies and regulations on electronic communications with a student based on a social or family relationship with the student will provide written consent from the student’s parent. This acknowledgment form notifies the District that the parent has granted permission for the employee to have electronic communications with the parent’s child.

I acknowledge that my child has a social or family relationship with the following District employee: \_\_\_\_\_ (name).

In addition, I:

- Have been provided a copy of District protocols regarding electronic communications;
- Acknowledge that the employee’s communications with my child are excepted from District policy and regulation; and
- Accept sole responsibility for monitoring electronic communications between my child and the employee listed on this form.

If I have any questions regarding electronic communication, I should direct those questions to the principal at \_\_\_\_\_ (phone number or e-mail address).

Student’s name (print): \_\_\_\_\_

Employee’s name (print): \_\_\_\_\_

Position of employee in the District: \_\_\_\_\_

Parent’s signature: \_\_\_\_\_

Date: \_\_\_\_\_

This consent will remain in effect until revoked by the parent.



### Exhibit B—Employee Agreement for Electronic Communications with Students

Employee’s name (*print*): \_\_\_\_\_

Indicate the electronic communications tool(s) that you would like to use:

- Text
- Instant message
- E-mail
- Messages through websites, including social media or social networking websites
- Other

If other, please describe here:

\_\_\_\_\_

Provide a brief description of the class/group that will be using the electronic communication tool and the purpose of the intended use.

\_\_\_\_\_

Indicate whether the electronic communications tool listed above will be open to the school community, limited to a particular class or particular grade or group within the school, or open to a larger community.

(*check only one*)

- Open within the school community
- Limited (*indicate which class, grade, or group has access*)

\_\_\_\_\_

- Open to larger community

Explain: \_\_\_\_\_

Please verify that the electronic communications tool indicated above and your use of the tool complies with relevant District policies and regulations and that you have reviewed these policies and regulations to determine whether it is appropriate for use by your intended audience. In addition, verify that you have reviewed with your students the policies and guidelines relating to acceptable use of electronic communications. [See CQ and DH]

Employee’s signature: \_\_\_\_\_

Employee’s mobile number that will be used for this purpose: \_\_\_\_\_

Date: \_\_\_\_\_

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***For Office Use Only***

Approved

Denied

Reason if denied: \_\_\_\_\_

Principal's signature: \_\_\_\_\_

Date: \_\_\_\_\_