

Subject: A MustangPS Memo (re: 2 important IT updates)

Email Header: Google Classroom Guardian Summaries/Transition from Canvas

MustangPS 9th-12th Grade Families,

We have two important updates to share with you to help strengthen the connection between home and school.

1. Stay Connected: Introducing Google Classroom Guardian Summaries

We are excited to announce a new way for you to stay informed about your student's academic progress. To strengthen the partnership between home and school, we are enabling the Guardian Email Summaries feature in Google Classroom for all students in grades 5 through 12.

This feature allows you to receive regular, automatic email updates about your student's work and progress in their classes.

What Are Guardian Email Summaries?

Once you accept an invitation, you will begin receiving email summaries of your student's activity in Google Classroom across all their enrolled classes. You can choose to receive these summaries daily or weekly. These summaries are designed to give you a high-level overview to help you support your student.

What You Will See in the Summaries:

- Missing Work: Assignments not turned in when the summary was sent.
- Upcoming Work: Work due today, tomorrow, or in the coming week.
- Class Activity: Announcements, assignments, and questions posted by teachers.

Please note: This is a summary tool and does not provide real-time access to the classroom. Summaries will not show specific grades, submitted assignments, or teacher comments. For detailed grades, please continue to use [PowerSchool Parent Portal](#).

How to Get Access: The Invitation

To protect student privacy, access is granted by invitation only. Here's what to expect:

1. Look for an Invitation: Within the next week, you will receive an email invitation for each of your students from no-reply@classroom.google.com. (Check spam/junk if it doesn't appear.)

2. **Accept the Invitation:** Open the email and click “Accept.” This one-time step links you to your student’s Google Classroom account.
3. **Set Your Preferences:** After accepting, choose daily or weekly summaries. Any email address will work; you do not need a Gmail account.

If You Don’t Receive an Invitation:

Invitations are sent to the primary email address we have on file. If you do not receive one by September 19, 2025, please contact Central Enrollment at 405-376-1682 or email mpsce@mustangps.org to verify or update your contact information.

We believe this tool will be a valuable way to stay engaged with your student’s learning and to encourage meaningful conversations at home.

For additional resources, visit:

- [Mustang Public Schools Google Classroom Support](#)
- [Google Classroom Guardian Summaries Help Guide](#)

2. Transition from Canvas to Google Classroom Grades 9-12

Mustang Public Schools is in the process of transitioning from Canvas to Google Classroom as our main learning platform. While we are excited about the opportunities this brings, the transfer of files has been a much larger and more time-consuming process than originally expected. Each file must be moved individually, which takes considerable time and effort.

Here’s what this means for the upcoming school year:

- **High School (Grades 9–12):** Some teachers may continue using Canvas during the 2025–2026 school year while also beginning to use Google Classroom. If a teacher uses Canvas, they will notify students and parents directly. Otherwise, Google Classroom will be used.
- **Middle School (Grades 5–8):** All students will use Google Classroom exclusively during the 2025–2026 school year.
- **Looking Ahead:** Starting in the 2026–2027 school year, Mustang Public Schools will fully utilize Google Classroom as the sole platform for distributing instructional materials.

We appreciate your patience and understanding as we work through this important transition. If you have questions about your child’s assignments in either Google Classroom or Canvas, please contact your child’s teacher directly.

Thank you for your ongoing partnership in supporting student learning at Mustang Public Schools.

Sincerely,
Mustang Public Schools