

El Centro Elementary School District



*Reaching For
Excellence*

GOVERNING BOARD: PATRICIA DUNNAM CHUCK FISHER GEORGE McFADDIN MICHAEL MINNIX FRANCES A. TERRAZAS
DISTRICT ADMINISTRATION: JON LeDOUX, SUPERINTENDENT RENATO MONTAÑO, ASSOCIATE SUPERINTENDENT KRISTY CURRY, ASSISTANT SUPERINTENDENT

January 6, 2015

Dear Parents/Guardians,

The El Centro Elementary School District utilizes Google Apps for Education (GAFE) for students, teachers, and staff. As with any educational endeavor, a strong partnership with families is essential to a successful experience.

The following services are available to all 3rd– 8th grade students and hosted by Google as part of El Centro Elementary School District's online presence in Google Apps for Education:

Google Docs - a word processing, spreadsheet, drawing, and presentation toolset.

Google Calendar - an individual calendar providing the ability to organize daily activities and assignments.

Google Sites - an individual and collaborative website creation tool.

G-Mail - an individual **internal** email account for school-use monitored and managed by ECESD.

Using these tools, students collaboratively create, edit, and share files and websites for school related projects and communicate via email with other students and teachers. These services are entirely online and available 24/7 from any Internet-connected computer. Examples of student use include showcasing class projects, building an electronic portfolio of school learning experiences, and working in small groups on presentations to share with others. For more information about El Centro Elementary School District's Google Apps for Education implementation, please visit <http://www.ecesd.org/departments/superintendent/technology/GAFE> or on the ECESD website, www.ecesd.org, under the Parent tab.

Google Apps for Education use in the El Centro Elementary School District is governed by federal laws and local board policies including:

Family Educational Rights and Privacy Act (FERPA)

<http://www.ed.gov/policy/gen/guid/fpco/ferpa>

Children's Online Privacy Protection Act (COPPA)

<http://www.ftc.gov/privacy/coppafaqs.shtm>

Acceptable Use Policy - Student

<http://www.ecesd.org/departments/superintendent/technology/policies>

To learn more about Google Apps for Education you're invited to attend any of the following parent trainings:

| Location | Training |
|---|---|
| El Centro ESD District Office 1256 Broadway St El Centro, CA 92243 | Wednesday, February 4 th @ 9AM – 10AM in both English and Spanish Wednesday, February 4 th @ 5PM – 6PM in both English and Spanish |

If you have any questions, please contact your child's principal.

Sincerely,

Antonio E. Romayor Jr.
Director of Technology

AN EQUAL OPPORTUNITY EMPLOYER

1256 Broadway St. El Centro, CA 92243 Phone (760) 352-5712 Fax (760) 352-7237 Web: ecesd.org

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El Centro Elementary School District Google Apps for Education (GAFE)

Only return this form if you ***DO NOT*** give permission for your child to be assigned a Google Apps for Education (GAFE) account.

Under FERPA and corresponding California law, a student's education records are protected from disclosure to third parties. With regards to COPPA, I understand that my student's education records (projects, documents, email, files, username and password) stored in Google Apps for Education may be accessible to persons acting on behalf of Google by virtue of this online environment. This does not include any student demographic or grade information. I also understand that my student's use of Google Apps for Education is governed by the El Centro Elementary School District Student Acceptable Use of Technology.

_____NO, I do not give permission for my child to be assigned an El Centro Elementary School District Google Apps for Education account. This means my child will NOT receive an email account or access to Docs, Calendar, and Sites.

Student Name: (Print) _____ School: _____ Grade: _____

Parent/Guardian Signature: _____ Date: _____

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