



Dear Parent/Guardian:

The Bozeman Public School District #7 (BSD7) has created email accounts for all students in grades K-8 to allow them to use Google Apps for Education (<http://www.google.com/apps/intl/en/edu/k12.html>). Google Apps for Education is used by thousands of schools and universities worldwide to make collaboration tools, including email, available for students. These accounts will be used at school for school related projects and may be used outside of school for school-related access by students with your permission and supervision. The mastery of effective and proper email communications and collaborative tools are included in the Montana Content Standards and the BSD7 Technology Standards. We are excited about the expanded opportunities for high level and engaging instruction in a safe and structured manner within our school system.

Philosophy

The Bozeman Public Schools encourage the use of student email as an effective and efficient way to improve communication between students, faculty members and administrative staff. The primary purpose of student email is to support teaching and learning. BSD7 email accounts are housed on a Google mail server, thereby giving student access to Google Docs (word processor, spreadsheet, and presentation software) and also allowing teachers and students to share files only within the district system (because this is a closed system, there will be no spam or junk email).

Official Email Address

All students in grades K-8 will be assigned a `first.last@k8.bsd7students.org` email account. This account will be considered the student's official BSD7 email address until the student enters high school (at that point, a different email account will be provided) or is no longer enrolled in the Bozeman Public Schools.

Appropriate Conduct

All students are responsible for following the guidelines specified in the Responsible Use Agreement, (District Form 3612F1) located in their Student Handbooks (on pages 21-22) located on our school webpage (<http://ml.bsd7.org/>). Please review this agreement again with your child/ren. Access to and use of student email is considered a privilege accorded at the discretion of the Bozeman Public Schools. The District maintains the right to immediately withdraw the access and use of student email when there is reason to believe that violations of law or District policies have occurred.

Internet Filtering and Safety Precautions

School email accounts must comply with the Federal Children's Internet Protection Act (CIPA). All BSD7 networks are run through a web filter to ensure student safety online. This email account will allow K-8 students to email between teachers and other BSD7 students only. The District reserves the right to access this student Google Mail system, including current and archival files of user accounts when there is reasonable suspicion that unacceptable use has occurred.

As with any educational endeavor, we believe that a strong partnership with families is essential to a successful experience. If you have any questions, please don't hesitate to contact your child's teacher.

Sincerely,

Sharon Navas
Meadowlark Elementary School