

## Staff/Student Boundaries - Requirements Regarding Communication with Students

The District is committed to maintaining a safe environment for staff and students with respect to communication with students. The District has adopted Governing Board Policy 4-202 regarding Staff/Student Boundaries which outlines requirements with respect to behaviors with students.

The District implements [best practices regarding social media and cell phone use communication between school personnel and students](#) as developed by the State Board of Education.

The purpose of this communication is to inform you of the District's requirements and approved platforms when a District employee, coach, contracted vendor, or volunteer communicates with students.

District staff, vendors and volunteers may only communicate with students using:

- The District's adopted student information system, Infinite Campus (Parent/Student Portal).
- A student's assigned District email address.
- The District and/or school website.
- The following District approved application(s):
  - StudentSquare / ParentSquare
  - Schoology

The District does not approve the use of any private social media to communicate privately with students. District employees, contracted vendors, and school volunteers are specifically instructed that connecting with students on social media platforms privately is not permitted. This includes but is not limited to connecting with students on such platforms as Snapchat, X, WhatsApp, Instagram, YouTube, TikTok, or Facebook, Class Dojo, Remind, BAND App, or any platform that allows private messaging.

Communication using District approved technologies are monitored and controlled by the District.

In limited instances, staff, contracted vendors, and school volunteers are only permitted to contact a student on the student's personal cell phone if the following criteria are met:

- Parent/Legal Guardian has provided written consent.
- The school administrator has been informed in writing.
- A parent/guardian, administrator, or another educator is included in the communication.
- All communication follows the State Board of Education's best practices guidance.

Employees are expected to follow District policy and best practices regarding electronic communications with students. Any District staff member that violates these is subject to disciplinary action, including suspension without pay and termination of employment.

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I have reviewed the requirements listed herein and agree to the same. I also acknowledge receipt via the imbedded links and review of the following:

- Policy 4-202 Staff/Student Boundaries and accompanying procedures.
- State Board of Education's Best Practices regarding social media and Cell Phone Use between School Personnel and Students.