

School and Parent Email Communication

The Greeneview Board of Education encourages parents to participate in any and all forms of communication that will enhance their child's potential for success in school. Email can be an appropriate vehicle for quick, uncomplicated messages to teachers or administrators when time and/or confidentiality are not critical factors. Email is not an appropriate communication tool when a parent requires an immediate response or when the requested response would be highly sensitive and/or complex in nature.

While the Board encourages the use of e-mail and respects the privacy of all users, the Board cautions that due to the nature of the technology involved, and the public character of the Board's business, email may be less private than users may anticipate or desire. Consequently, the Board cannot guarantee the confidentiality of email communication.

Should a parent wish to engage in email communication with his/her child's teacher, the Board requires that the parent review the waiver set forth below and return it to his/her child's teacher. Upon return of a signed waiver, the child's teacher will send a non-substantive email message seeking verification of the specified email address and confirming the parent as the recipient. Upon receipt of a response from the parent, the teacher will be authorized to respond to email requests from the identified address.

**Parent Consent To The Release Of
Personally Identifiable Student Information via Email**

The Family Education Rights and Privacy Act, 20 U.S.C. and 1232g, and Ohio Student Records Law, R.C. 3319.321, prohibit the release of personally identifiable student records/information without the consent of a student's parent. Recognizing that transmission via email may not be absolutely secure, I hereby consent to the School District's release of student records/information via email in response to any request received from the email address set forth below. While the School District will take precautions to avoid accidental release of personally identifiable student data, I recognize that the School District cannot assure confidentiality in all transmissions via email. It is my intent that this Consent Form shall remain in effect, unless specifically withdrawn or modified in writing, for the entire _____ school year. I further understand that it is my responsibility to notify the School District if my email address changes.

Student's Name _____ Grade _____

Building _____

Parent's Name _____

Parent's Email Address _____

Parent Signature _____ Date _____