July 22, 2019

Dear Parent(s),

Thomas Metcalf teachers would like to use the online learning tools and applications listed below throughout the 2019-2020 school year. Before using any of these tools or applications, we wanted to make you aware of federal laws and regulations that apply to the use of technology to support classrooms and require parental consent in order to be most effective.

In order for teachers to use these tools, with student records or other information that could be personally identifiable, the Family Education Rights and Privacy Act (FERPA) requires that we obtain your consent because the online tools or applications may permit your student’s educational records or identity to be viewed or shared by the provider and/or to other participants as part of the educational service. Under the Children’s Online Privacy Protection Act (COPPA), these websites and applications must provide parental notification and obtain parental consent before collecting personally identifying information from minors under the age of 13. For more information on COPPA, please visit http://www.ftc.gov/privacy/coppafaqs.shtm.

Please take a moment to look at the websites and applications we would like to use for instructional purposes, as well as what personal information they may collect. We will have your student use his or her District-provided email account for this.

Websites and Applications with Terms of Service Link:


Acknowledging that you have read this document through registration will serve as your permission for your student to have access to the websites and apps listed, as well as your permission for teachers to enter your student’s information into the application functionality. This permission will expire at the end of this school year and can be revoked at any time.

Sincerely,

Dr. Amy Fritson Coffman, Principal  
acoffman@metcalf.illinoisstate.edu

Isaac Akins, Director of Technology  
itakins@ilstu.edu

Kristi Sutter, Instructional Facilitator  
kasutte1@ilstu.edu