



# Kankakee School District 111

---

Dr. Geneva A. Walters  
Superintendent of Schools

Superintendent of Schools  
240 Warren Avenue  
Kankakee, IL 60901  
(815) 802-7700

April 3, 2020

Dear Kankakee School District Parents/Guardians,

As we do our best to support the students of Kankakee School District #111 with online instructional opportunities, I need to inform you about the tools we use and ask for your permission for your student to participate in video conferencing. To allow your child to video conference with their teacher or Kankakee School District educational professionals, complete the [Student Video Conferencing Permission Form](https://forms.gle/XW1UWy8UTojEFGhw6). (<https://forms.gle/XW1UWy8UTojEFGhw6>).

As we prepare to use video conferencing software for additional instructional support, I have some cautions for you to consider. We are, whenever possible, using many of the same online tools we employed in face to face schooling (just a few short weeks ago). However, we have also needed to utilize these tools in new ways and add tools we had not needed prior. Please be aware of the following:

- Our use of video conferencing is new. We are using a number of tools (Google Hangouts/Meet, Zoom, and GoToMeeting). We need your help to ensure these tools are being used appropriately by students:
  - Parents/guardians should be mindful about what family activities would potentially be heard/seen during the students' use of video conferencing. This is a great tool to keep students connected, but please have your students use these tools somewhere near enough you can monitor, yet private enough to concentrate on their work.
  - Please have students dress appropriately when video conferencing and make sure that there are no distracting materials or backgrounds.
  - Students/parents/guardians, should not take photos, screenshots, record any video, or audio, from these conference sessions. You do not have permissions to do so and it is a violation of our [Acceptable Use Policy](#).
  - We are aware of recent Zoom-bombing issues and have taken appropriate precautions.
  - We have a privacy agreement with Zoom and further information about [their privacy policy](#) can be found [here](#).
- Our faculty and administrators for data privacy and safety vet the tools we use. We will be adding new tools as needed and are mindful of this important aspect.
- Please have social media and video conferencing devices charged and secured somewhere safe during sleeping hours.
- Lastly, the same rules of conduct and behavior will apply as apply in the classroom. The Kankakee School District #111 [Acceptable Use Policy](#) will continue to apply to this remote learning.

If you have questions or concerns about your student's, use of online tools, please your child's teacher, building principal or me.

We appreciate your support during this challenging time and we are working very hard to keep our students engaged and supported. Please take a moment to thank your student's teachers. We miss our students and look forward to eventually returning to school.

Children First ,

*Felice Hybert*

Felice Hybert  
Assistant Superintendent of Curriculum & Instruction  
Kankakee School District 111