

March 30, 2020

Dear ASA Families,

We will be activating Google Meet for students today. This is a video call app within G Suite for Education that follows the same legal and privacy requirements as the rest of the G Suite apps we use. Teachers have been requesting this so they can connect with students, and better deliver instruction, while talking with them in real time. This is also a good opportunity for your children to see their classmates, while maintaining social distancing.

Students will not be able to create their own Meet session, but will be able to join a Meet initiated by a teacher. When teachers set up a Meet with your students, students in older grades will receive an invitation in their ASA email, and can tap Join Session to join the Meet. For younger grades, teachers may send the meet invitation to parents' emails. [We've linked a video showing this process](#). Once students have joined the session the first time, they will be prompted to allow the microphone and camera to record them. They should allow this so they can be seen by the teacher, and the rest of the class, and contribute in the conversation. The camera and microphone will stop working when the Meet session ends. Here are some things to consider:

- All Google Meet sessions will be recorded and shared with students so those who were unable to attend can access the content.
- Your child should be in a place with the light source in front of them. If the light is behind them they will appear as a silhouette on camera.
- Your child should be in a quiet place with no background noise.
- Take a look at what can be seen in the background so it's free of distractions or private information.
- Just like in the real classroom your child's teacher may provide you with Meet "classroom rules" or procedures to keep order in the virtual classroom.
- We are expecting an update to Meet anytime between now and Easter which will prevent students from rejoining a Meet session after the teacher closes it. Unfortunately until then, students CAN rejoin the session without the teacher's or anyone else's supervision. Please have your child delete the prompt to rejoin and the invitation email after they leave the Meet. You will want to delete it in the Trash folder as well. This will be resolved within two weeks or less.

If you have any questions regarding Meet, please reach out to your child's classroom teacher, or Mrs. Szczytko at kszczytko@asagr.org.

God Bless,

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