

Electronic Media Communication Log

Rock Port R-II School District

In accordance with **Policy 4650**, employee communication with students and/or teacher's electronic media must be made available to the student's parents/guardians. While the employee need not notify their building principal of the content of the electronic communication, the employee must notify the principal of the date, time, and identity of the student with whom the communication occurred.

Employee Name: _____

Student	Date	Time	Purpose

Administrator: _____

Date: _____