



We Lead CS SB 181 Traceable Communication Information

Dear District Leaders and Educational Partners,

The We Lead CS team has taken thoughtful steps to analyze all the ways our staff might communicate with your students while utilizing digital platforms to teach, tutor, test, and engage your students in activities and with employers for virtual work-based learning. We want to ensure our communication with your students is fully aligned with the requirements of SB 181 and your Board of Education's policies to comply with the law.

The following is a summary of the digital platforms we will use to interact with your students in the coming year.

1. School Email

Staff will use school email as the primary means of communication with students, including but not limited to:

- Homework and assignments.
- School updates and reminders.
- Scheduling tutoring and instruction outside of class time.

2. Portal for online classes via Microsoft Teams

- WLCS has partnered with [Class](#) for our virtual classroom solutions. Class transforms Microsoft Teams videoconferencing into engaging, interactive virtual classrooms. Class elevates collaboration and comprehension through more personalized teaching and learning. Google classroom does not allow recording and transcription in breakout rooms that we use to have students work in teams and with employers. Class via Microsoft Teams allows teachers to record and generate transcripts of all breakout room activities.
- The Class for Teams platform has a chat feature that allows students and teachers to communicate with each other during class instructional time. Teachers can generate transcripts of chats on demand on the Class platform.
- All classes will be video recorded and posted on the Class for Teams classroom page.
- All chat messages, breakout rooms and chat within the breakout rooms will be recorded and posted. WLCS administrators can download chats from any class as needed.

- All content will be available online to all students and anyone who requests or is given the link for the teacher or administrator of WLCS.
- Recording begins as soon as a teacher opens the classroom.
- Students cannot join the classroom or chat until an instructor has entered the virtual classroom.

3. Curriculum Access in Two Learning Management Systems

Canvas- Curriculum Access (<https://weleadcs.instructure.com/login/canvas>)

- Students will access curriculum through Canvas. There is a messaging feature within the platform that allows students to contact teachers about a grade or assignment. We will instruct students to communicate with their teachers at WLCS email using their district email addresses instead of messaging in Canvas. Teachers will not respond to student inquiries within Canvas.

Blackboard- Curriculum Access for Dual Credit through KCTCS partner schools

- Similar to Canvas, students will access dual credit curriculum through Blackboard. Blackboard has a student: teacher messaging option within the platform, but WLCS does not use this feature.

4. **WLCS App:** Our customized app is a place for students to link to information. The chat and messaging features of the app have been disabled. There is no two-way communication between students and teachers via the app. From the WLCS app, students link to:

- The WLCS website for information.
- A booking site to schedule tutoring sessions with teachers (conducted in Class for Teams as described in Item 2.
- We Lead CS email addresses for teachers.
- Organizational websites for organizations such as the Technology Student Association, Student Technology Leadership Program, and INTERalliance.
- Canvas and Blackboard Learning Management Systems.

The WLCS app can be downloaded at:

- App Store: <https://apps.apple.com/app/id6645273868>
- Google Play: <https://play.google.com/store/apps/details?id=com.edlio.WeLeadCS>
- Web Version: <https://we-lead-cs.edlioweb.app>

5. **Infinite Campus: WLCS** uses Infinite Campus for the WLCS gradebook and to track attendance. We do not have the added feature of messaging or calling student cell phones.

6. **Certiport Testing: WLCS** utilizes the Certiport Online Testing Portal to administer industry certification exams. WLCS Director of Student Success Jenna Gray proctors the exams, so the students are not interacting with random testing proctors. There is a chat feature in the systems that students can use to ask questions during testing sessions. The chat feature cannot be disabled.

We Lead CS Policy Prohibits Staff from Communication with Students Using Personal or Untraceable Systems

Our personnel policies prohibit communication between staff and students outside of traceable communications methods, including:

- Phone calls
- Text messages
- Facebook and Facebook Messenger
- Instagram
- X (Twitter)
- Snapchat
- Personal email (staff and/or student)
- Any other unapproved or untraceable apps

Exceptions with Parental Consent

In special cases, communication through other systems may be allowed only if a parent/guardian provides written consent. WLCS will develop a consent form should the need arise, and we will work with students' **home school districts** to approve the form and provide copies to keep on file in the student's school and at WLCS in accordance with the requirements in SB 181.

- A consent form would be applicable for the 2025-26 school year only and could be revoked by parents at any time.

Additional Information:

[KRS 160.145- Senate Bill 181 \(LINK\)](#)

[Guidance from KDE](#)