Harry S. Truman High School

3001 Green Lane
Levittown, Pennsylvania 19057

Administrative Offices   215-547-3000

April 8, 2020

Dear HST Students,

Over the course of the next few weeks, Truman High School will be conducting all current courses in a distance-learning format. Although this is likely a new experience for most students and teachers, we will maintain the highest expectations for student conduct and engagement to support a safe and positive learning environment for all students and staff. In order to help all members of the Truman High School community meet those high expectations, students should adhere to the following guidelines.

- Maintain a professional tone in all communications with students and staff.
- If you are struggling with content or technology, ask your teacher for assistance.
- Be respectful of the thoughts, feelings, and opinions of others.
    - The student Code of Conduct, Bullying and Harassment policies will remain in place while we are engaged in distance learning.
    - When participating in synchronous learning activities:
    - Be on time for class meetings.
    - Be mindful of your apparel, actions, and surroundings.
    - Be courteous to the opinions of others.
    - Keep your microphone on mute unless you are speaking to the group.
- When using chatting features on various learning platforms, restrict chatting topics to those related to the coursework.
- Students are not permitted to take or post images, videos or screenshots of classmates, teachers or class content and post to the web or social media.
- Contact an administrator if you are having issues that you need assistance in resolving.

Your attention to these matters is essential to the success of our program. Your teachers have been working very hard to create the best possible learning experiences in these challenging times. That effort will only reach its maximum potential through the hard work and determination of the students. We are counting on you to do your best.

Thank you,

HST Administrative Team