



Lincoln Middle School

Be Respectful, Responsible, & Ready to Learn

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Dear Lincoln Middle School Families,

Thank you for a successful first week of distance learning. I know this is a stressful experience for students, families, and teachers. I very much appreciate all that you have done to support our students this past week. Your feedback and thoughtful questions have really helped us, and I thank you for reaching out to me. I've been gratified by the number of positive messages that were sent by email and through social media. Your child's school's staff has worked very hard in a short period of time to make our distance learning a reality plan both meaningful and manageable.

I have some important information to share with you about "online etiquette." I need your support to remind our students about online etiquette, and to ensure a positive climate for teaching and learning in a virtual environment.

A few reminders to support Good Online Classroom Etiquette:

- Microphones should be muted at all times during Live Classes and Live Meets. The teacher will let the student, or students, know when to unmute, then to mute again. **Please be aware that ANY background noise (televisions, arguing, swearing, siblings, animals, etc.) is audible when your child's mic is not muted, and everyone who is online can hear what is happening in your home at that time. Establishing a quiet learning space will allow your child to have a positive learning experience away from distractions.
- Please be mindful of foul language, side conversations, and any disrespectful behaviors and noises. Please stress the importance of respect during distance learning, and please provide necessary supervision as needed. Our goal is to eliminate factors that interfere with classes and the learning of all students.
- Students are not allowed to take photographs or video of their teachers, or to post any photos or videos of teachers on social media, at any time, and certainly not during online sessions.
- Parents/guardians and other family members should refrain from interrupting teachers or speaking directly to teachers during instruction. We are happy to hear your suggestions - just please email them directly to teachers after class is over.

I realize that families are facing many challenges right now, and I am invested in being flexible and supportive of all our students as we learn this new reality together. Please help us to make distance learning a success for all by ensuring that it is taken seriously in each and every home. Thank you for your continued support.

Sincerely,

James Williamson
Principal
Lincoln Middle School