

### KMS Schoolwide Expected Behaviors *for Distance Learning*

Where	Respect	Responsibility	Safety
At all times	<ul style="list-style-type: none"> <li>-Use appropriate language and volume</li> <li>-Follow directions</li> <li>-Be kind and considerate to all adults and peers</li> </ul>	<ul style="list-style-type: none"> <li>-Follow rules</li> <li>-Care for school and personal property</li> <li>-Be accountable for yourself, your behavior and your work</li> <li>-HSN must be with you at all times</li> </ul>	<ul style="list-style-type: none"> <li>-Ask for help</li> <li>-Keep hands and body to yourself</li> <li>-Use materials and equipment correctly</li> <li>-Report any unsafe conditions</li> </ul>
Technology	<ul style="list-style-type: none"> <li>-Practice appropriate computer/web etiquette</li> </ul>	<ul style="list-style-type: none"> <li>Take care of computer equipment</li> </ul>	<ul style="list-style-type: none"> <li>Be an ethical user of technology</li> </ul>
<u>Synchronous</u> Virtual Group Meetings	<ul style="list-style-type: none"> <li>-Listen when others are speaking</li> <li>-Be polite, patient and positive</li> <li>-Use appropriate language and volume</li> <li>-Make respectful comments and facial expressions</li> <li>-Dress appropriately</li> </ul>	<ul style="list-style-type: none"> <li>-Log in on time and be prepared</li> <li>-Engage in the learning process</li> <li>-Use technology for academic purposes only</li> <li>-Use headphones/earbuds</li> <li>-Keep comments/text in chat features on topic</li> </ul>	<ul style="list-style-type: none"> <li>-Check surroundings before logging on</li> <li>-Keep distractions and private information/personal property and settings (e.g., bathroom/ bedroom ) out of view</li> <li>-Keep siblings/others out of view</li> <li>-Log in to assigned meetings only</li> </ul>
<u>Asynchronous</u> Independent, at Home	<ul style="list-style-type: none"> <li>-Follow teacher directions and timelines</li> <li>-Communicate with teachers/staff about needs</li> <li>-Think first about the information and audience before posting, is it necessary and is it kind?</li> </ul>	<ul style="list-style-type: none"> <li>-Set priorities/schedules to be productive</li> <li>-Focus on work</li> <li>-Be truthful and do your own best work</li> <li>-Turn in work on time</li> <li>-Cite sources of pictures and information</li> </ul>	<ul style="list-style-type: none"> <li>-Use technology appropriately and safely</li> <li>-Think first about the information and audience before posting, is it safe?</li> <li>-Keep login and other private information private</li> </ul>