



School District of the City of Pontiac

Kelley Williams, Superintendent | 47200 Woodward Ave, Pontiac, MI 48342 | 248.451.6800

September 28, 2020

Hello Pontiac School District Families,

Please be aware of these important protocols for family members during virtual learning via Google Classroom. Please note that when students are in active classwork with their teachers, the cameras should be on at all times. Please also be aware that when the camera is on it captures everything happening in the room at that time.

If you have the ability to have a dedicated space in your home for your student to participate in school, we strongly recommend you set that up for your student. We understand that logistically that may not be possible, but please try to minimize distractions and treat their class time no differently than how you would behave onsite at a school building.

Please ensure that at all times anyone who is in the room is dressed completely and appropriately. If your child's area is near your bathroom or bedrooms, please have all family members get fully dressed before entering the room. All other students, teachers and anyone else participating in the Google Classroom will be able to see anyone and all activity in the room.

Please try to keep the space quiet and refrain from engaging in inappropriate language or behavior. The microphone can pick up any sounds happening in the room and surrounding areas. Sounds will be heard by all participants when the student isn't on mute.

If you are in need of coming up to the student's device for any reason, please be aware the camera will capture you as well. Please be sure to position yourself so that it captures your face. Please do not interrupt the student's class time unless it is an emergency.

Thank you for paying attention to these important details. We appreciate your dedication to your students' success as they learn at home.

Sincerely,

Kelley Williams, Superintendent