



HIGH SCHOOL OF AMERICAN STUDIES AT LEHMAN COLLEGE

2925 Goulden Avenue
Bronx, New York 10468

Alessandro Weiss
Principal

Tel (718) 329.2144
Fax (718) 329.0792

HSAS Remote Guidance Plan as of March 18, 2020 (this plan will be updated as needed)

Dear HSAS students, parents and family members:

First and foremost, we are committed to meeting your guidance and counseling needs during this period where we will be functioning remotely. Your social/emotional well-being is most important and is of greatest concern to us. Please be reassured that we are reachable should you wish to discuss the emotional impact of the current situation.

There are a variety of tools available to reach the guidance counselors, Ms. Michele Harris mharris4@schools.nyc.gov and Ms. Colleen Teslik cteslik@schools.nyc.gov.

Communication tools

If you choose to communicate with Ms. Harris using google tools please use the following email micheleharris counselor@gmail.com (please type "Michele" carefully, there is only one L in my name.)

If you choose to communicate with Ms. Teslik using google tools please use the following email: crteslik@gmail.com.

- **Email**- All students and parents please feel free to reach out with any questions regarding college counseling, academic, and social-emotional counseling.
- **Remind**- Grades 10-12 have access to Remind, a free texting app for educators. Students may send a request via text alerting their counselor to a) respond to an email b) ask a question c) request a video conference. If you never joined and need you class code, please alert your counselor.
- **Phone contact**- Students and parents may send an email requesting a phone call. Please also feel free to contact Ms. Harris via Google Voice at 682 310-0281, and Ms. Teslik via Google Voice at 929-314-3094.
- **Video conferencing** -Students may request a video conference using **Google Duo** or **Google hangouts**.

Work Hours

Though we are not physically in school at this time, we will be consistently checking email and other forms of communication during the hours of 8:00 – 2:50 on regularly scheduled school days.

Monitoring Academic Progress

The guidance counselors will be carefully monitoring Jupiter Grades and will be in touch with ALL HSAS teachers. Students who are behind and/or not completing assignments will be contacted by their counselor through one of the above-mentioned communication tools. Teachers and administration will be in regular contact with the guidance team.

General Communication

The counselors will continue to send out opportunities to the school via Naviance, our college planning tool where we have a database of all student/parent contact information. Grades 11 and 12 have full access to Naviance and 10th grade students are sent codes on or around June 1, 2020. We will complete all transcript requests for summer programs/internships/jobs remotely and have the necessary documentation available to do so.

Junior College Meetings

Ms. Harris and Ms. Teslik have all the handouts and tools needed to conduct junior college meetings virtually, using one of the video conferencing tools. We will be able to send you PDF documents of those handouts. If you have not already had your college meeting you will send a request to your counselor and a mutual time during the school day will be arranged for the conference.

Spring class presentations for freshmen and sophomores:

Each spring the counselors do a comprehensive class presentation for the 9th and 10th grade students. Some of this information covers college testing. Other reviewed topics relate to careers, stress, and academics. These presentations usually occur in April-June. If we do not return to school by that time, Ms. Harris and Ms. Teslik will prepare the presentations and explore the most sensible delivery method.

Junior class presentations and college planning

All the junior college planning typically takes place at the end of May after the conclusion of AP exams. As soon as the College Board releases information regarding the May exams, we will share that with you. During those meetings we present HSAS college procedures, review important terminology regarding the college process, and create common application accounts together in class with the school laptops. Those activities will continue as planned either in person or via a virtual platform.

Seniors

Please continue to share any positive college news with us. Please update Naviance with any results/outcomes. We could use the good news!! A March college bulletin will be issued during the end of the month. Most college campuses have suspended all their programming for accepted and prospective students. We are not sure if there will be a lag with financial aid offers. Make sure to complete the FAFSA and CSS applications if you have not yet done so. As we are informed of college and financial aid information, we will pass that along to you immediately.

Students, parents and families please reach out to us as needed with your questions and concerns. We will update this plan regularly as needed.