

Online Programs Technologically Individualized Offering New Solutions

Student Handbook

ODYSSEYWARE -

<https://bhsd17c.owschools.com/owsoo/login/auth>

EDGENUITY (ED2020) -

<http://learn.education2020.com/student>

EDGENUITY (ED2020) FAMILY PORTAL -

<http://learn.education2020.com/family/>

Statement of Philosophy

At Brookings-Harbor School District every student is important and must be provided the opportunity to realize their full potential. The school has a responsibility to provide a productive and positive environment, which encourages academic, social, psychological and physical development of students, enabling them to meet the daily changes of the present and future.

Education is a continuing process of acquiring knowledge, skills, and attitudes. The ability to learn, discovering the nature of change, and the value of tolerance are important outcomes of the school experience. Because students vary in ability, aptitude, background and motivation, they will be provided varied and adaptable opportunities to meet their educational needs.

Effective education involves the development of mind, body, and conscience. Our online program provides these opportunities with full realization that the students and parents must assume responsibility to obtain potential benefits.

Design

O.P.T.I.O.N.S will provide the following:

* A location away from the traditional school setting

- * A solely or blended online education instructional model that addresses individual student needs and preferences in both personal and academic development as well as other essential life skills
- * Individual student schedules to address specific educational and social development needs
- * A bridge for students to access school and community resources
- * Permit students to attend classes in whole or in partial at each campus
- * Allow students to participate in school functions, activities, and/or projects
- * High school credit recovery
- * Linking high school students to a community college for a certified program of study or associates degree
- * Access to vocational coursework offered by the District

Student Expectations

Students must...

- * Be motivated and capable of working independently.
- * Commit to working approximately 15 hours per week on their assigned curriculum.
- * Submit only their own work.
- * Communicate with their advisors twice a week with onsite visits.

Parent Expectations

Parents must...

- * Monitor daily schoolwork and proper computer usage.
- * Help the student to track his/her progress.
- * Encourage the use of a quiet study environment.
- * Be available to actively participate in advisor meetings held twice a week.
- * Communicate promptly with staff should questions or concerns arise.

Staff Expectations:

Students are assigned a faculty member who meets with them twice a week. These meetings will often involve checking progress, providing academic guidance, tutoring, communicating program information, and answering

questions. Faculty is also expected to be available during business hours by phone, email and electronic messaging. Staff will respond to inquiries typically within 24 hours during the school week.

Frequently Asked Questions

How much do we have to pay for this program?

The family is responsible for the cost of the Internet set-up, as well as your monthly Internet bill.

Can we leave this program at any time?

Yes, just like a public school, you have the right to leave this program. Students who leave the program and then wish to re-enroll, will need to reapply through the regular application process.

What about state testing?

We will be using Oregon State Standardized Assessments. For more information about the state testing please go to www.ode.state.or.us.

What will happen during the regular student-teacher scheduled meetings?

The regular scheduled meetings are set up to help the student, tutor, check progress, provide academic guidance, communicate program information and answer any questions. Students are required to meet with their teacher twice a week on site.

What days do I go to school?

O.P.T.I.O.N.S follows the Brookings-Harbor School District calendar. A copy of this calendar can be found on the district web site. www.brookings.k12.or.us.

Can I participate in athletics or other extra curricular activities?

Yes, you are allowed to participate in your resident school district's athletics and extra curricular activities that occur before or after school hours. You are required to follow all school rules and fill out all required paperwork for activities. You will also need to purchase a Student Body card from either Azalea Middle School or Brookings-Harbor High School. You are also expected to maintain satisfactory academic progress.

What can parents do to help?

As with all education, and especially this program, O.P.T.I.O.N.S. is built upon parental support. In order for your child to be successful, you (the parent) must play an intricate part of his/her education.

Provide a quiet study environment at home. Ask your child if there is something you can do to help (provide tutoring, dictionaries, other references). Help your child assess personal strengths and weaknesses and encourage him/her not to avoid the subjects he/she finds to be most challenging.

Recognize your child's qualities and reward good behaviors. Monitor homework, schoolwork and proper computer usage. Be involved with the school - make sure to meet and get to know your child's advisor. This may encourage your child to be more open with you in sharing school experiences. Set daily work schedules and work completion goals.

Rights and Responsibilities

Attendance:

Success in school is significantly influenced by regular attendance and punctuality, be it online or in-person. A fundamental purpose for insisting on frequent attendance is to develop habits of responsibility now and in adult life. Legal responsibility for ensuring regular attendance and punctuality towards coursework rests with the students and his/her parents or guardians. We believe that successful attendance is based on school and home cooperation. The student's educational success will be greatly influenced by the level of cooperation achieved. In order to be marked present for each week, **students need to have face to face contact with the teacher twice per week. Students must also correspond via e-mail with each course instructor twice per week.** Nonattendance (not checking in) may result in removal from the program. Contact will be made by phone on the first missed session. Contact will be made to school administration by the second unattended session. Students with three (3) missed sessions will be reviewed and may be removed from the program and/or have their classes deactivated.

Login and Drop Policy:

While the online program allows you to work at your own pace, you are expected to log in 5 days a week. Just like regular school classes, you should anticipate spending about an hour a day working in each course to finish on time. If you have not logged in to a course 10 days after you are registered, you may be removed from that course. If you are not making adequate progress, you may be removed from O.P.T.I.O.N.S.

Adequate Progress:

1. Students must do the assigned lessons in order. Students may not submit incomplete assignments simply to open up another.
2. Students must complete all assigned assessments in a proctored setting. Progress will be greatly inhibited if these assessments are not completed in a timely manner.

3. Students must regularly submit completed work. If a student goes several days without submitting work, s/he may be removed from the program and/or have their classes deactivated.

4. All students taking online classes have until the last day of school to complete their courses. If courses are not complete at that time, students may sign up for summer school. If a student is unable to complete their classes, that student will not receive a passing grade and must retake the entire course the following school year and/or semester. If a student chooses not to attend summer school then that student's grade will be finalized at the end of the school year.

Grades/Graduation:

At the end of each quarter and semester, you will receive a progress report or final grade report from Brookings-Harbor School District. Credit will be applied once a course is finished.

State Assessments:

All O.P.T.I.O.N.S. students are required to complete statewide assessments. We will provide information to students' families about testing requirements as they arise.

Computer Lab:

While you are at O.P.T.I.O.N.S. computer lab you will be expected to behave appropriately, treat everyone and everything at the center with respect, and help the staff maintain a positive environment in which all students can effectively complete their coursework.

Drug Free School Zone:

Federal Drug-Free School Zone laws, created in the Crime Control Act (P.L.98473) and the Controlled Substances Act (21 U.S.C. 845a {Supp. 1989}) are designed to keep all public and private elementary and secondary schools safe from drugs. When drugs are in possession or used inside the zone (which extends 1000ft. from the perimeter of every campus) the penalties are enhanced and are categorized as a "Class A Felony." This includes tobacco and alcohol.

Harassment:

Harassment is a form of discrimination based on sex, race, age, or physical appearance. More specifically it is any unwelcome or unwanted attention based on who you are or what you do that creates an uncomfortable environment, even if the intent of that attention was not meant as harassment. Harassment, in any form, while on BHSD grounds will not be tolerated. Disciplinary action up to and including suspension and/or expulsion could occur.

Technology:

Students have access to computers and the internet while attending O.P.T.I.O.N.S. Students are trained through our technology curriculum in computer applications including internet use. Technology is to be used for educational purposes only and students are subject to rules and regulations for its use. All District policies will be followed in regards to computer (technology) use.

Student Code of Conduct:

Oregon Law (ORS 339.250) states:

Duty of pupil to comply with rules, discipline:

"Public school pupils shall comply with rules for the government of such schools...and submit to the teacher's authority. Willful disobedience, open defiance of a teacher's authority, or the use of profane or obscene language is sufficient cause for discipline, suspension, or expulsion from school." This includes communication in the forms of texting, instant messaging, emailing, and blogging.

Serious Student Misconduct:

Penalties for serious misconduct may include suspension or expulsion. In addition, some misconduct will result in notification of the proper authorities.

Loitering:

Students and non-students will not be allowed to loiter in the O.P.T.I.O.N.S. neighborhood. BHSD is partnered with the Brookings Police Department to ensure students will not loiter on school property, in neighbor's yards or other areas designated by the school. People loitering will be issued a written warning and then fined or arrested. Appendix {Criminal Trespassing}