

Northwest R-I School District Student and Family Handbook



OnLionEdu

The Mission of the Northwest School District is to ensure all graduates/students are **respectful**, **responsible**, and **resilient** life-long learners **ready** for success in a complex and ever-changing world.

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Senate Bill 603 (2018) and House Bill 1606 (2018) created new requirements for local school districts related to virtual education and access to these courses. The Northwest R-I School District has developed a system in order to be in compliance with these new laws. Beginning in January 2019, any student in kindergarten through 12th grade enrolled in the Northwest R-I School District who meets the eligibility requirements may opt to take a course(s) virtually. Thus the birth of OnLionEdu.

OnLionEdu will begin enrolling students for virtual education beginning July 20, 2020. Students who enroll at OnLionEdu must commit to at least one quarter for elementary students and one semester for students grades 6-12. Families at high risk for serious illness from COVID-19 may choose this option for their student; however, this is an option for any student in the Northwest R-1 School District who would like to learn in a virtual setting.

If a family chooses to participate in OnLionEdu, the student will remain a Northwest R-I student. If a family chooses OnLionEdu, students will access courses taught through an online platform. The online platform is aligned to Missouri Learning Standards and taught by a Missouri Certified Teacher. The guidelines of virtual learning are similar to that of the traditional school day. Students will receive synchronous and asynchronous virtual instruction and opportunities for independent practice using online software. The virtual option has a balance of paper-pencil tasks and computer-based assignments. Students will be engaged in learning for 6 hours daily. Students must commit to the virtual learning option for the entire 9-week grading period for grades K-5 and 18-week grading period for grades 6-12. Grades will align with in-building instruction; K-5 Standards Based Grading and grades 6-12 will use A, B, C, D, & F grading scale.

OnLionEdu Characteristics for Success

Characteristics for Success

When determining if enrollment in OnLionEdu is the best educational decision for a student, the student and parent might consider the following information:

Preferred Student Skills for Success in Virtual Courses

- Student has demonstrated time-management skills that indicate the student is capable of submitting assignments and completing course requirements without reminders.
- Student has demonstrated persistence in overcoming obstacles and willingness to seek assistance when needed.
- Student has demonstrated verbal or written communication skills that would allow the student to succeed in an environment where the instructor may not provide nonverbal cues to support the student's understanding.
- Student has the necessary computer or technical skills to succeed in a virtual course.
- Student has access to technology resources, including internet connectivity speed, to participate in a virtual course.
- Student previously has been successful with virtual coursework.



OnLionEdu Attendance and Completion

Students who enroll in OnLionEdu are expected to actively participate in virtual courses with the goal of completing the courses. Students enrolled in virtual courses are expected to complete all course requirements in the time allotted for the course.

1. Students must log into the virtual school program on the first day of school and each subsequent day the district is session.
2. Students will be deemed truant after 10 consecutive days of inactivity in their coursework. (Attendance Regulation 2310)
3. The teacher will communicate with the student, family, and building administrator to monitor the progress and success of students enrolled in OnLionEdu.
4. Grades/credits will be transferred from the virtual program into the district's student management system.
 - K-5 Standards Based Grading
 - 6-12 A, B, C, D, & F Grading

Students enrolled in a OnLionEdu course will be considered in attendance for state aid purposes in accordance with the law. A completed virtual course shall be counted as no less than 95 percent attendance for purposes of A+ eligibility.

OnLionEdu - State Required Examinations

Students are required to take state-required EOC and MAP examinations administered by the district regardless of whether the course for which the examination is required was taken virtually or in the traditional classroom. These examinations will be facilitated by district personnel and will be administered on school premises. (These examinations include, but are not limited to the following. ACT/ASVAB, EOC, MAP, and others as deemed appropriate.)

OnLionEdu - District Legal Notice and Code of Conduct

Because virtual instruction can be an effective education option for some students, the district may offer virtual courses to students through district staff or by contracting for those services as part of the district-sponsored curriculum.

The District is not required to provide students access to or pay for courses beyond the equivalent of full-time enrollment. The district will provide supervision for students who take virtual courses in district facilities but will not provide supervision for students taking virtual courses off campus.

Students taking courses virtually are subject to district policies, procedures and rules applicable to students enrolled in traditional courses including, but not limited to, the district's discipline code and prohibitions on academic dishonesty, discrimination, harassment, bullying and cyberbullying.



OnLionEdu - Students with Disabilities

Students with disabilities may enroll in OnLionEdu using the same approval process applicable to other students.

However, in accordance with federal law, if a student receives special education services, the student's individualized education program (IEP) team may determine that a virtual course is not appropriate for the student even if the course has otherwise been approved. Any appeal of that decision must be made through the special education process rather than to the superintendent or designee or the Board. The accommodations and modifications listed in the IEP are required.

If a student who is receiving accommodations for a disability under Section 504 of the Rehabilitation Act (Section 504) is enrolled in a virtual course, the student's Section 504 team will determine whether any additional accommodations are necessary for the student.

Please contact your student's case manager for questions regarding accommodations and services. Additional questions can be directed to the Director of Student Services 636-692-0470.

OnLionEdu - Video Conferencing

Northwest is working to provide students with the most effective teaching and learning environment possible. We have committed to creating synchronous learning experiences for students. In order to do this successfully and ensure that students have access to the materials they need, there might be times where we look to technology to help increase access for students.

Please keep the following in mind:

- A student's classroom may be live-streamed.
- A student's classroom may be recorded so it can be viewed by students who could not participate in the live-stream.
- The District has implemented procedures to protect the privacy and confidentiality of students during live-stream classes and recorded classes. These procedures include requiring a code or invitation to a live-stream.
- Teachers will have the ability to terminate audio and/or video immediately if necessary.
- Classroom procedures will be modified to protect privacy and confidentiality for all students.
- When working with more than one student, no information regarding grades or testing will be transmitted during the live-stream or recording.
- Additional procedures and guidance will be implemented, as many be necessary, as the process unfolds.



Requirements for families:

- All persons in the home must avoid discussing what you may observe during each classroom session, especially any observation that may implicate privacy or confidentiality concerns of individual students.
- These expectations are consistent with state and federal law, and Board of Education policy.
- These expectations are consistent with our school Codes of Conduct and our Acceptable Use Policy. (Policies 6340 and 6350)
- Therefore, if you happen to observe performance or conduct by a student who is not your child, it is important to remember that you may not discuss that observation with others.

OnLionEdu - Technical Support

If a student experiences technical issues with his/her Chromebook, they should open a technology support ticket in the Mojo system. A link to the Mojo system can be found on the district website under Students & Parents. Please give as much detail as possible when describing the issue. Someone from the district's technology team will contact the individual listed on the ticket. Remote troubleshooting will be provided. If the issue requires that the device be physically touched, the student, parent, or guardian will be contacted and a time will be scheduled for them to bring the device one the specified campuses for repair.

OnLionEdu - Grading and Feedback Expectations

Grades K-5

Standards Based Grading use the 1, 2 ,3, and 4 scale

Elementary teachers are expected to enter grades into Infinite Campus on a weekly basis in English Language Arts and Mathematics and bi-monthly for science or social studies.

Grades 6-12

A, B, C, D, & F for accountability for assignments and assessments. Secondary teachers are expected to keep grades updated at a minimum of the 1st and 15th of each month in Infinite Campus.

- OnLionEdu grades will not be hold-harmless; their grades and attendance will matter.
- Teachers will provide feedback to students on their assignments and progress as if the student was in the building.
- Responsive feedback is essential to the learning process for all students.
- Teachers will communicate with students on what assignments will be added to *Infinite Campus*.
- When using paper copies of work, have parents take pictures of the work with a district communication tool when something can not be submitted digitally. Feedback can still be given on the photos.
- Formative and summative assessments will take place and grades will be given.



OnLionEdu for K-5

Students will be enrolled in Northwest R-1 School District; however they will be attached to an OnLionEdu Virtual Program in Infinite Campus that will be housed through House Springs Elementary.

Teachers will be in contact with their students via district student email or phone call at least two days prior to the start of the school term. Teachers will share Google Classroom and/or Seesaw codes and an information document to explain how their virtual classroom will work. Teachers realize the need for flexibility for families who have chosen the online option; however, there will also be specific times students need to attend a google meet with their class. If your student is unable to attend please contact the teacher in advance.

OnLionEdu for 6-8

Students will be enrolled in Northwest R-1 School District; however they will be attached to an OnLionEdu Virtual Program in Infinite Campus that will be housed through Woodridge Middle School.

Teachers will be in contact with their students via district student email three days prior to the start of the school term. Teachers will share Google Classroom and/or Seesaw codes and an information document to explain how their virtual classroom will work. Teachers realize the need for flexibility for families who have chosen the online option; however, there will also be specific times students need to attend a google meet with their class. If your student is unable to attend please contact the teacher in advance.

OnLionEdu for 9-12

Students will be enrolled in Northwest R-1 School District; however they will be attached to an OnLionEdu Virtual Program in Infinite Campus that will be housed through Northwest High School.

Teachers will be in contact with their students via district student email or phone call at least two days prior to the start of the school term. Teachers will share Google Classroom and/or Seesaw codes and an information document to explain how their virtual classroom will work. Teachers realize the need for flexibility for families who have chosen the online option; however, there will also be specific times students need to attend a google meet with their class. If your student is unable to attend please contact the teacher in advance.



OnLionEdu Important Dates - Fall Semester 2020

	OnLionEdu	Launch
Enrollment Opens:	July 20, 2020	August 24, 2020
First Day of Online Classes	August 26, 2020	August 24, 2020
Coursework Completion	January 15, 2021	December 22, 2020
Online Final Exams	TBD	TBD

Elementary students choosing to transfer back to the building at the end of the 1st quarter must submit in writing/email by:
Friday, October 2, 2020
Friday, December 4, 2020
Friday, February 22, 2021

Secondary students choosing to transfer back to the building at the end of the 2nd quarter must submit in writing/email by:
Friday, December 4, 2020

OnLionEdu Important Dates - Spring Semester 2021

	OnLionEdu	Launch
Enrollment Opens:	Student remains as OnLionEdu student unless parents schedule a meeting to return to the building.	TBD
First Day of Online Classes	January 19, 2021	TBD
Coursework Completion	May 24, 2021	TBD
Online Final Exams	TBD	TBD



OnLionEdu Transfers from MOCAP Courses

The district will accept transfer credits students earn by successfully passing approved MOCAP courses if the course provider gives the district an official record of the completed course and the grade earned. Students who transfer to the district while enrolled in MOCAP courses will be allowed to continue enrollment in those courses even if the course provider is not one used by the

OnLionEdu Contact Information

Please contact the following administrators with questions about the OnLionEdu program:

K-5 Kim Sult, Director of OnLionEdu-Elementary

6-8 Dr. Elizabeth Green, Administrative Intern WMS - Middle School OnLionEdu

9-12 Grade Level Principals

- 9th Grade - Dr. Jason Brown
- 10th Grade - Dr. Stella Viehland
- 11th Grade - Dr. Amanda Berry
- 12th Grade - Mrs. Jenny Baugh



OnLionEDU

Supply List

K-5



- Reliable internet connection
- Pencils
- Erasers
- Crayons and/or markers
- Scissors
- Glue sticks
- Supply box
- Highlighters
- 2 spiral notebooks (wide ruled)
- 2-pocket folder
- Hand-held dry erase board
- Dry erase markers
- Colored construction paper
- Teachers will share specific items that may be needed for their class

Suggested Items:

- Earbuds or headphones with microphone
- Wireless mouse

Students will receive a bag from the district with additional instructional tools and resources to help support their learning.



OnLionEDU Supply List

6-8



- Reliable internet connection
- Pencils
- Erasers
- Highlighters
- 2 spiral notebooks (wide ruled)
- 2-pocket folder
- Hand-held dry erase board
- Dry erase markers
- Teachers will share any course specific items on their first day of class.

Suggested Items:

- Earbuds or headphones with microphone
- Wireless mouse

OnLionEDU Supply List

9-12



- Reliable internet connection
- Pencils
- Erasers
- Highlighters
- 2 spiral notebooks (wide ruled)
- 2-pocket folder
- Hand-held dry erase board
- Dry erase markers
- Teachers will share any course specific items on their first day of class.

Suggested Items:

- Earbuds or headphones with microphone
- Wireless mouse

