Fowlerville Online Learning Academy (FOLA)

Student and Parent Contract

Student Name: _____ Current IEP or 504: Yes _____ No _____

Parent email and phone number: _____

Student phone number:_____

Student Expectations: Due to the uniqueness of online learning, certain standards and behaviors are expected of students enrolling in this program. As a FOLA student and parent, I acknowledge the following:

1. Any kind of inappropriate use of the Internet will not be tolerated. All terms outlined in the district's Acceptable Use Policy (AUP) apply.

2. I understand that a FOLA program requires a **minimum** of five hours of study per day, five days per week. This means I should average a minimum of 25 hours per week in order to stay on track to complete course requirements.

3. I understand that I should **complete 15% of each course, each week** (resulting in completing two courses every six weeks) in order to be on track to complete six courses each semester.

4. I understand that FOLA offers the option of attending open lab times for support. Our lab is located at Fowlerville High School in Room E-111. You can enter through Door 26. The lab is open Monday-Thursday, 8:30 am to 3:00 PM**.** Mentors are on-site during lab time to answer questions and assist the students so they stay on track for course completion. Any coursework requests or communication made after lab hours will be addressed the next school day.

5. **I understand that lab attendance is REQUIRED on the first day of the open lab after enrollment.** I agree to attend the first open lab sessions for a minimum of two hours upon starting a FOLA program. After that, **I understand that ALL students are required to attend open lab sessions for a minimum of two hours per week during the school year.** Failure to do so may result in removal from the academy.

6. I understand that the mentors check progress weekly. If I am not successfully completing coursework and staying on track, I will be **REQUIRED** to attend an open lab until I am back on track for course completion and my mentor(s) agree that I can begin to work full time at home again.

7. I understand that if I continue to not make adequate progress or fail to communicate with mentors I will be **dropped** from the FOLA program and alternative learning arrangements will need to be made.

8. I understand that I will need to participate in MANDATORY state assessments. I understand that these assessments will be administered at one of the Fowlerville Community School buildings.

9. I understand that it is my family's responsibility to have access to the Internet when working on the courses outlined in the FOLA program. If there is difficulty with internet access, we will contact the mentors to make other arrangements.

10. I understand that course activities can be retrieved and monitored by FOLA staff at any time. While working in the FOLA lab, the mentors can monitor students' computer activities. If a student brings their own device to work on in the lab and is not making adequate progress, then the student will be required to use one of the FOLA Chromebooks to ensure mentors can supervise and support their work.

11. I agree to have weekly contact with a mentor to monitor progress. This contact can include face-to-face, phone, text, or email. Contact between mentors and my parent(s) cannot substitute for student contact. I understand that this weekly contact is mandatory and must be timely.

12. I will be committed to the enrolled courses, and adhere to the course schedules as prescribed by the course instructor, and I understand that dropping a course will not be allowed unless unusual circumstances exist and are approved by the principal. I understand that each course enrolled in will be listed on my transcript, including the course name, the grade earned in the course, and the grade point average for the course grade.

13. **Enrollment and changes in tracks will occur ONLY AT SEMESTER breaks. If a student wishes to return in person at FHS, that requires enrollment in the Trad path and will occur only in January or June at the end of each semester.**

14. Plagiarism: This is the practice of taking someone else's work or ideas and passing them off as one's own. FOLA mentors and online instructors have tools that automatically check your work for plagiarism. The consequences for plagiarism follow the FHS handbook and/or course provider guidelines.
    Cheating: If you are found cheating or copying information from sources that are not your own, you will receive a zero on the assignment. If repeated cheating occurs then students are subject to be dropped from FOLA.
    Behavioral Violations: Subject to the FHS handbook and will be dealt with appropriately.

15. No FCS Transportation will be provided.

PROGRAM PATHWAYS

VLAC: (elementary)The Virtual Learning Academy Consortium is an online learning program run through Oakland Schools serving grades K-5. Students/parents seeking enrollment in the VLAC program must be enrolled in Fowlerville Community Schools (FCS) prior to enrollment in the VLAC program. Students may return/enroll in the FCS grade-appropriate building when mutually agreed upon by the parent and FOLA principal.

JUCO: (junior high) The JUCO program is an online learning pathway for students/parents seeking a flexible online learning environment. Both the Junior High administration and FOLA administration must agree upon enrollment in JUCO. Students should complete 15% of each course, each week (resulting in completing two courses every six weeks) in order to be on track to complete six courses each semester. Students may return/enroll in the Fowlerville Junior High School when mutually agreed upon by the parent, Junior High and FOLA Principal.

HIGH SCHOOL PATHWAYS:

WAY program: The WAY Alternative Education Program allows high school students in Livingston County to earn their high school diploma within an alternative setting. The WAY program is an individualized, project-based learning program where students in Livingston County work online, either at home or at the program's learning lab in Howell, where they can receive direct assistance from certified teachers. To be eligible for enrollment, students must be enrolled in, or eligible to enroll in, one of the local district high schools in Livingston County, and receive their referral to the WAY Program. Students are able to return/enroll in FOLA when mutually agreed upon by the parent and FOLA principal.

TradPath: Students who are in this track will receive a Fowlerville Community Schools Diploma and are subject to the following requirements:

- Students who earn 22 credits, fulfill the Board of Education diploma requirements, and do so within one semester past their cohort graduation date can receive a traditional high school diploma and participate in the FHS graduation ceremony and senior lock-in.
- Students should complete 15% of each course, each week (resulting in completing two courses every six weeks) in order to be on track to complete six courses each semester.
- TradPath students take online courses from providers on the GenNet portal to complete the Board of Education graduation requirements. Credit for credit recovery courses may count toward graduation if the student has previously failed the teacher-led course.
- TradPath students can dual enroll in college classes, take up to two classes per day at Fowlerville High School, and possibly take Livingston County/WTC career technical education courses.
- A TradPath diploma may be earned provided the student is at most one semester past their cohort graduation class. After an additional semester, students who have not earned their diploma are transferred to the Altech pathway to complete their requirements for a diploma.
- Students enrolled in the TradPath program and who are in good academic and behavioral standing (within two credits earned versus attempted) may transfer back to FHS with permission from the FOLA Principal and the FHS Principal.
- TradPath students are eligible to participate in FHS clubs and dances if approved by the FOLA Principal and FHS Administration. They are not allowed to participate in FHS athletic teams.
- Use of any credit recovery course credits toward graduation requirements without first failing the teacher-led course will automatically place a student in the Altech program.
- TradPath students who fall behind six credits will automatically enter the Altech program.

Altech: This is a program designed for students to take online courses to meet the minimum credit requirements put forth by the State of Michigan for a high school diploma and adhere to the following requirements:

- Students who earn 18 credits and fulfill the Board of Education credit requirements will receive a Fowlerville Alternative High School Diploma. The diploma will be awarded at the time graduation requirements are completed.
- Students should complete 15% of each course, each week (resulting in completing two courses every six weeks) in order to be on track to complete six courses each semester.
- Students will take courses that meet the State of Michigan minimum course requirements and may include Odysseyware or a similar approved program for basic online coursework.
- Altech students are **not** eligible to participate in the Fowlerville High School commencement ceremony, lock-in, or other Fowlerville High School activities (including athletics). They may attend FHS dances as a guest of a TradPath or FHS student provided a guest pass was signed by the administration.
- Students will be automatically transferred into the Altech program if they have completed their second year of high school and are deficient by six or more credits while enrolled as a student at Fowlerville High School or Fowlerville Online Learning Academy.
- Once students are in the Altech track, they are unable to return to FHS or TradPath during the remainder of their high school time period.

FOLA Staff and Contact Info:

Teacher Mentor:	Mr. Kitchen	kitchenl@fowlevilleschools.org	517-223-6058
Lab Mentor:	Ms. Moore Cove	moorecovek@fowlervilleschools.org	517-223-6058
Principal:	Mr. Zajas	zajasn@fowlervilleschools.org	517-223-6040
Teacher Consultant:	Mrs. Milam	milamt@fowlervilleschools.org	517-223-6099

DIPLOMA TRACK DESIGNATION AND CONTRACT AGREEMENT

Program to enter: VLAC _____ JUCO _____ TradPath _____ Altech _____ WAY ___

Expected Date of Entry: _____

I understand and accept the above program track stipulations and agree that the student listed above will be opting into the diploma track indicated above. Furthermore, I have read, understand, and agree to abide by the expectations and stipulations set forth in this document.

Student signature:_____ Date: _____

<u>Parent/Guardian</u> Acknowledgment and Understanding:
I have read and understand the student policy and stated expectations for my child and agree to support the Fowlerville Online Learning Academy expectations. I understand that participation in my child's education will help determine his/her likelihood of success in the program. Therefore I will monitor and support my student in his/her studies. I agree to be accessible and readily available to the mentor to discuss my child's progress and development. I understand time management and attendance are vital to my student's success. I understand acceptance into this program is a privilege and my child must maintain the contracts and program policies in order to remain enrolled. Failure to follow these policies may result in dismissal from the program. **I also understand that any transfer back to in-person learning at FHS will occur at the semester.**

Parent/Guardian signature: _____ Date: _____

School Official:_____ Date: _____

FOWLERVILLE COMMUNITY SCHOOLS

FOWLERVILLE COMMUNITY SCHOOLS

Request for Transfer

Please transfer the cumulative records (including, but not limited to, grades, health, attendance, student portfolios, testing data, psychological reports, social work reports, Section 504 plans, Individual Education Plans, and other information pertaining to special services support) for the student below:

Name of Student: _____ Date of Birth: _____ Grade: _____ YOG: _____

Parent/Student email address/phone number: _____

Does this student currently have an IEP or 504? ☐ *Yes* ☐ *No*

Current School:

- ☐ *Smith Elementary*
- ☐ *Kreeger Elementary*
- ☐ *FJHS*
- ☐ *FHS*
- ☐ *TradPath (FOLA)*
- ☐ *Other*_____
- ☐ *WAY* **Return only to TradPath or ALTECH*

Track Transfer:

- ☐ *JUCO (FOLA)*
- ☐ *FHS*
- ☐ *TradPath (FOLA)*
- ☐ *ALTECH (FOLA)*
- ☐ *WAY (FOLA)*
- ☐ *VLAC (FOLA)*

*Principal Signature*_____ *Date*____ *Principal/Counselor Signature*_____ *Date*_____

I hereby authorize the release and transfer of all records requested above.

Date:_____ Student Signature:_____

Date:_____ Parent/Guardian Signature:_____

All appropriate signatures above must be completed before the track transfer will be completed.
Return this form to the admin of the H.S., or F.O.L.A.

FOWLERVILLE COMMUNITY SCHOOLS