

B-Empire Online Learning Academy

Student/Parent Agreement

Empire Online Learning Academy will be run through a partnership with EdOptions Academy, a completely accredited virtual school. EdOptions provides teachers separate from BNL teachers.

Expectations/Student Responsibilities

-Empire is a virtual learning option for BNLHS students. This option requires that a student have reliable internet access.

-Students are expected to stay on pace in all of their courses in addition to earning passing grades.

-Final Exams (End of Semester Exams) will be proctored in-person at the end of each term. Any student who completes a course prior to the end of the term can schedule a proctored exam by calling Empire.

Communication:

-It is important for NLCS/Empire staff to be able to reach Empire students and families via phone and email regularly. Please make sure your phone numbers and email address are updated and accurate on PowerSchool.

-All students should be active in their class (by grade) google classroom to stay up-to-date on important announcements. If you do not have the join code please ask.

-NLCS/Empire s staff will communicate with students through school email. However, students should not use school email to communicate with their EdOptions teachers. Communication with EdOptions teachers is best done through text, phone, or the message app within the EdOptions dashboard.

-Questions about course content and material should be directed to your teacher. They are happy to help you, be sure to reach out!

-EdOptions Technical issues can be directed to the Edmentum Tech Support line at: **1-866-890-8153 (Toll Free)**

-Chromebook specific issues can be directed to NLCS.

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Testing: All Empire Online Learning Academy students will be required to take all mandatory state and local testing. Students must comply with all North Lawrence Community Schools Student Testing guidelines listed in the code of conduct.

Course Length/Content (9-12):

9-12: Students are given a maximum of **12 weeks** to complete a **one-credit** course during a Trimester term. All trimester based courses are **one credit**. Courses consist of a blend of self-paced and guided instruction that includes tutorials, mastery tests, dropbox activities, and discussions. Each course has a required final exam, which must be proctored in person.

Empire terms follow NLCS school calendars. Course lengths include school breaks. The length of an online course may be scheduled for longer than 12 weeks to include school breaks. Students are expected to work for 60 days each trimester to equal 12 weeks of instruction.

Course Types: All courses are offered in Full Course or Pre-assessment. Students enrolled in courses for first-time credit will take a 'Full course' course. Students enrolled in courses for credit recovery (repeating a course previously failed) may be enrolled in a Pre-assessment course.

Earning Credit and Grading Policy

In order to receive credit in a course, students must meet two requirements:

1. The student will need an overall average of 60%.
2. Students must take the EOS (End of Semester) Exam and complete all assignments to earn credit in the course.

Percent	Grade	Non-Weighted Value	Weighted Value
97-100	A+	4.0	5.0
93-96	A	4.0	5.0
90-92	A-	3.7	4.7
87-89	B+	3.3	4.3
83-86	B	3.0	4.0
80-82	B-	2.7	3.7

77-79	C+	2.3	3.3
73-76	C	2.0	3.0
70-72	C-	1.7	2.7
67-69	D+	1.3	2.3
63-66	D	1.0	2.0
60-62	D-	0.7	1.7
50 and below	F	0	0

**AP Course offerings at Empire Virtual Learning Academy are calculated on the weighted grading scale. Currently, Empire Virtual Learning Academy does not offer dual credit courses. Students who drop in-person dual credit courses at Bedford North Lawrence High School and move to virtual learning through Empire should understand that they will not be earning college credit. This change should be considered for any student on track to earn an Academic/Technical Honors Diploma.*

Student Advancement and Graduation: Students must meet the already established IDOE requirements to advance to the next grade level or to graduate with a North Lawrence Community Schools Diploma. Please see Indiana Department of Education Graduation Requirements [here](#). The Director of Empire Online Learning Academy will schedule and guide the student to meet graduation requirements and plan for fulfilling Graduation Pathways requirements.

**Students who have completed all diploma requirements and Graduation Pathway Requirements by the end of the second trimester their senior year may apply to graduate early.*

Transcripts and Grade Reports: Students and parents may access a student's unofficial transcript in the EdOptions Academy Student Information System (SIS) by selecting the Transcript option from the main menu. Parents can request grade reports from the following:

- Virtual School Teachers
- Logging in to their Guardian Account

Website: <https://edm.geniussis.com/>

Username:

Password:

Right to Privacy Policy

North Lawrence Community Schools and EdOptions Academy respects a student's right to privacy by following the guidelines set forth in the Family Educational Rights and Privacy Act (**FERPA**). This law protects the privacy of a student's education records. North Lawrence Community Schools and EdOptions Academy must have written permission from the student/legal guardian in order to release information from that student's education record.

Athletic Considerations: When considering the enrollment of a student-athlete into Empire Virtual Learning Academy, the school principal and counselor should consult with both the NCAA and IHSAA Guidelines regarding policies concerning virtual education. ***Students that may have the opportunity to participate in athletics in a post-secondary setting should not be placed in the Pre/Assessment (credit-recovery) courses because those courses do not meet the NCAA requirements.***

**All BNLHS athletes should be enrolled in no less than four classes. In order to maintain athletic eligibility, BNL athletes must pass at least four classes.

Empire Online Learning Academy Student Code of Conduct

North Lawrence Community Schools and EdOptions Academy adheres to set policies to maintain the academic integrity of its curriculum, students, and staff. The policies address the consequences for noncompliance, as noted below. All students must read and sign the Student Code of Conduct in order to proceed with the enrollment process.

Note: Though students will face consequences from EdOptions Academy, all matters of misconduct will also be handled through the Empire Online Learning Academy Administration. The following policies are specific to the EdOptions Academy.

Academic Misconduct

Academic Misconduct, in any form, is not tolerated. Academic misconduct includes, but is not limited to, cheating, plagiarism, copying another student's work or allowing another student to copy your work. If academic misconduct is found, the following consequences will result:

- First offense: zero on the assignment, a written warning, and a note added to the records of the students involved

- Second offense: zero on the assignment and a referral to the administration for possible withdrawal

Defiance of Authority/Insubordination

Disobedience or noncompliance toward any staff member of the EdOptions Academy or Empire Virtual Learning Academy is considered insubordination. That includes refusal to maintain communication with EdOptions Academy staff. An act of insubordination may occur in any situation or communication, including, but not limited to, in an e-mail, during a phone conversation, or in person.

If defiance of authority or insubordination is found, the following consequences will result:

- First offense: referral to a guidance counselor
- Second offense: referral to administration for possible withdrawal

Computer Misuse

Any student who attempts to access the secure information of EdOptions Academy or PLATO Learning, Inc. or its affiliates in an improper manner, uses another student's or staff member's login information to gain access to information, intentionally attempts to obtain access to areas or information not open to normal access, or engages in any act similar to the above, has committed a computer misuse. If computer misuse is found, the following consequences will result:

- First offense: Depending on the nature of the offense, the consequences can include a written warning, referral to a guidance counselor, suspended access to PLATO courseware, or administrative referral for possible withdrawal.
- Second offense: Referral to the administration for possible withdrawal

Deviation from the above consequences: Notwithstanding anything in this Policy to the contrary, the EdOptions Academy reserves the right to modify the consequences or action taken against a student violating this Policy in the EdOptions Academy's sole discretion for reasons including, but not limited to, the severity of or damages caused by the violation or to ensure compliance with applicable law.

Anti-Bullying Policy

Cyber bullying, or bullying in any form, is not acceptable behavior for any student enrolled in classes at the Vigo School Virtual Academy / EdOptions Academy. Any student found to be involved in these activities will immediately be withdrawn from the Academy.

EdOptions Academy uses this definition of cyberbullying:

Cyber bullying is the use of the Internet and related technologies (cell phones, smartphones, etc.) to harass, hurt, embarrass, or humiliate other people. Using these technologies to act or speak in a deliberate, repeated, and hostile manner with the intent to harm others is also cyber bullying or cyber stalking

Inter Acceptable Use

The internet is a compilation of many networks that support the open exchange of information for research and educational purposes. The internet can be accessible to anyone, anywhere, anytime.

Students must understand that by using the network, their actions can be monitored at any time by a teacher or administrator.

Internet–Terms and Conditions of Use

- Users will not be abusive in EdOptions Academy messages to others. They will not use offensive, obscene, or harassing language when using any EdOptions Academy or PLATO Learning, Inc., or its affiliates' systems or software.
- Users will not reveal personal addresses or phone numbers of other users.
- Users will not post information if it violates the policy of others, jeopardizes the health and safety of students, plagiarizes the work of others, is a commercial advertisement, or is not approved by the teacher or school administrator. Users will accept responsibility for all materials they link to or upload.
- Users shall promptly report any inappropriate material they receive.
- Users will not attempt to log in to the network using any other user's name and password.
- Users accept and acknowledge that additional documents and paperwork may be required, including but not limited to documents requiring agreement and signature upon the request of EdOptions Academy administration.
- Any and all student-produced Web pages will be subject to the approval of the teacher or school administrator.

- Vandalism will result in the cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy the data of another user, agency, or PLATO. This includes, but is not limited to, the uploading or creation of computer viruses.

- In the event of a virtual field trip, all users will conduct themselves in accordance with the Policy or agreement applicable to the field trip.

Academic Integrity Student Agreement

1. I will do my own work.
2. I will not copy another person's work, in whole or in part, and turn it in as my own.
3. I will not consult unauthorized material or information during tests unless my teacher gives me permission.
4. I will not plagiarize.
5. I will not copy text, graphics, mathematics solutions, artistic layouts or presentations, or any ideas in any form from another source without proper citation.
6. I will not communicate exam information or answers during or following an exam.
7. I will not provide unwarranted access to materials or information so that credit may be wrongly claimed by others.
8. I will not turn in an original paper or project more than once for different classes or assignments.
9. I will not, in lab situations, falsify or fabricate data or observations, including computer output

A signed agreement is provided below that all students, full or part time, must sign before beginning any course provided by the Vigo Schools Virtual Program and EdOptions Academy.

About Our Partner: EdOptions Academy Accreditation and Approvals

EdOptions Academy is fully accredited through AdvancED which includes SACS (Southern Association of Schools and Colleges). This means that any credit earned from EdOptions

Academy carries the same weight as a credit from any accredited institution such as all other Vigo County School Corporation schools.

Beginning with the 2014-2015 school year, EdOptions Academy is an approved provider by the NCAA for non-traditional courses. Here are a few very important factors about NCAA Approval:

1. The NCAA only reviews core courses used for Graduation (4 English, 3 Math, 2 Social Studies, 2 years of Natural/Physical Science, 1 year of additional English, Math or Natural/Physical Science, 4 additional credits from any above, Foreign Language, or Comparative Religion or Philosophy). All other electives are not subject to NCAA review.
2. Only the full course counts, Students who are potential NCAA athletes in Division I or II may not take the pre-assessment mode of any course.
3. Students must have direct communication with EdOptions Academy teachers for the purpose of instruction either by phone, text, or instant messenger.
4. North Lawrence Community School Corporation must use the Final Grade given by EdOptions Academy and the student's transcript must reflect that the student took the course through EdOptions Academy.

***EdOptions Academy must know in advance any student who may be a NCAA Scholarship Athlete

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Student/Parent Agreement

Student's Name

Student's Signature

Date

Parent/Guardian Name

Parent/Guardian Signature

Date

Student Login

Website: <https://edm.geniussis.com/>

Username:

Password: