Galion Online Academy Contract 2020-2021

It is the belief of the Galion City Schools District that all students are unique and educational options must be provided so that all students have a positive schooling experience. It is our mission to help students in this program to be successful by offering them an alternative learning environment in which to do their work. As a condition of placement and continued enrollment in our Online Academy, we do require that certain procedures and practices are followed to ensure that success. Students are still a student of Galion City Schools and are afforded all the same rights and responsibilities such as but not limited to: extra curricular activities, school fees, community service requirements, state testing, immunization requirements, following the student handbook, and submitting all required forms/documentation. Educational Options learning requires self-motivation, time management, and a desire to be successful.

K-4 students will be selected to participate in remote learning with a live teacher or the Galion Online Academy based on individual student needs. The goal is to best meet students’ individual needs with appropriately leveled academics, intervention, support, and/or pacing. The remote academy will be instructed by a classroom teacher providing online and offline instruction with check in times built into a schedule following a classroom pace. The Online Academy will be supported by a classroom teacher and students will follow a set curriculum provided though N.O.V.A. at an individual pace. Students needing IEP or 504 support will be assigned to an Intervention Specialist to monitor progress in reaching goals.

It is the student's responsibility to contact the coordinator/teacher if you are having difficulty logging in, accessing the work, or completing work on time.

Attendance is extremely important in order to be successful in this program. Attendance in the online learning environment is different from the traditional classroom. Progress through the course counts as attendance. When expected progress is not met or students are not passing, time on task will be evaluated. About one hour of recorded learning per day, per course, is required if the progress goals are not met. Offline learning time must be logged, signed off by parent/guardian and turned in to receive attendance credit if you are not meeting your progress requirements. You may work ahead of the scheduled pace at any time in order to complete courses and graduation requirements at an accelerated rate. There is a maximum ten hours per day.

Parents will be contacted to inform them when their child's grade or progress is not achieving the minimum levels. If you change your phone, address, or email you must update Final Forms and then notify the teacher so we can stay in touch with you.

If progress falls below the weekly expected completion attendance may be docked for that week. If this becomes a pattern, options to meet the school attendance requirement will be considered and discussed with the parent/student/teacher/administrator. A decision will be made for continued eligibility to participate in the program, to define other requirements for continued participation, or removal from the program.

Due to the individualized nature of the program, students are expected to work independently on all quizzes, tests, worksheets, study guides, projects, essays, etc. that are assigned in the course.

The student understands that all work must originate with the student. Utilizing sources that give any kind of answer to a problem needed for the course is considered cheating. Utilizing sources that teach you how to do a similar type of problem is not cheating. Any student found cheating or plagiarizing work for a course will be subject to failing grades for the plagiarized assignments, and may be dropped from the course and/or program. Plagiarism is defined as the unauthorized use or close imitation of the language, thoughts, or writings of another author (or student). Plagiarism includes, but is not limited to, cutting and pasting from any source, borrowing information without citing the original source, copying/sharing work with/from another student, or using another student's answers as your own.

High school students should let their online coordinator know if they are participating in a varsity sports or marching band. They may be able to waive PE credit. Students who may be playing sports in college should notify the coordinator to assure that courses are N.C.A.A. approved and you are on track to meet college level participation requirements.

Students who fail to complete coursework on time will have that reflected on their transcript which may affect G.P.A., class rank, and possibly the graduation requirements. Special situations will be considered on an individual basis.

In order to increase your success in the Online Academy, we strongly recommend that Galion Online Academy students do the following:

1. Read the one page paper Getting Started Guide you received with your ipad.
2. Visit the Online Academy page This page is listed under Schools on the Galion City Schools website.
3. Participate in the live Zoom Meeting for your designated grade level. (details TBA)
Getting Started: Galion Online Academy 2020-2021

Coordinator Contact Information:
Mrs. Gimbel (Grades 9-12) gimbel.angie@galionschools.org
Mrs. Zeisler (Grades 5-8) zeisler.mira@galionschools.org
Mrs. Valentine (Grades 5-8) valentine.jaime@galionschools.org
Teachers for Grades K-4 full time remote learning with a teacher are still yet to be determined.
K-4 students participating in the NOVA online platforms are still yet to be determined.

Login Information: (Note: this course is not on CANVAS)
Website: galion.schoolslp.com or galion.agilixbuzz.com (for ap view)
You will be contacted with your username and password.

Getting Started:
After logging in for the first time you will be asked if you would like a short overview of PLP.
If you have a message you must click on and acknowledge the message. You may also reply.
Go to the overview tab and click the pencil that says WORK ON THIS COURSE or the next assignment.

Communication:
When you message your teacher either through messaging or email, be sure to include the
name of the specific name of the course and which unit, lesson number, quiz number, activity,
etc. Let us know if you cannot move on because an assignment needs reset or graded. This is
likely a glitch in the system. We check messages daily and grade several times a week. You
may also email your course manager.

Retakes:
You may redo the lessons as many times as needed. Tests/Quizzes are only permitted one
retake. Submitting an assignment with no work so you can move on will count as an attempt.
After available attempts have been used you will need to move on to the next assignment. You
may request a retake by contacting your teacher. The attempt with the highest grade will
automatically be recorded in grade calculation.

Devices:
Families have received a school issued ipad and charger. This device must be used while at
school, but at home you may access the platform on any device.
**Progress:**
Work as quickly as possible in case you need more time later or something unexpected happens. You may work ahead of your scheduled pace. You may go back to redo assignments later, as time allows. Retaking assignments/ tests may help your grade, but it does not affect your progress. Check your progress bar(s) to see if you are on track.

**High School Credit Recovery Courses:** These courses are for students who have taken them and not passed but still need credit to meet graduation requirements. For credit recovery, you will receive a “P” for pass (no grade). Take your time and do your best on the pre-tests. This will potentially excuse you from lessons later. You must have a 60% to pass the course. If you are taking more than one credit recovery course, I strongly suggest you complete one course before moving on to the next credit recovery course. However, you may want to keep another course open so you always have something to work on in case you are unable to move forward. Please keep in mind that Part A is for the first semester and Part B is for the second semester. You must pass both. We do not average the two semesters for a final grade.

**Planning your time:**
When you click on the course title you will see all required assignments and due dates. We strongly encourage you to work ahead whenever possible. Check your progress bar frequently for your current progress and expected progress.

**Managing Multiple Courses:**
If you are working as a full-time online student, it is best to stay caught up in all courses. You may click on the class title to access a suggested daily work plan. However, there is some flexibility for how far you progress in each class each week. The progress bar for each class should stay in the green or orange zone. If a class falls to red in the progress bar, you will need to complete more work to catch up right away. Your weekly attendance is calculated using the overall progress bar, which must stay green for full attendance credit.

**Technical Difficulties?**
**Key Error:**
Go to ipad settings- Safari on left- scroll down on right- turn off cross site tracking. Make sure your ipad is running on software version 13.1.2 or newer. (check ABOUT in settings)

**iPad Software Update:** Open Settings > General > Software Update.

Hint: Your battery must remain at at least 50% power, plugged in, and connected to wifi

**Other things to try are ensuring her Safari settings are correct.**
- Goto Settings > Safari >>
- Block Pop-ups - turn off
- Prevent Cross-Site Tracking - turn off
- Block All Cookies - turn off (this is off by default)
- Finally tap on Advanced at the bottom and ensure Javascript is turned on.

**Orientation information** can be found on the Galion City Schools website under the schools tab.

**Zoom Orientation Meeting for Full time online students is August 19, 2020** (a link will be emailed)
- Grades K-2 5pm
- Grades 3-8 5:30pm
- Grades 9-12 6:00pm

For a video tutorials please visit abc-nova.org and see the parent/student tab or [https://tinyurl.com/Lincoln-Learning](https://tinyurl.com/Lincoln-Learning)
Navigating the System

Log in at https://galion.schoolsplp.com

Enter the username and password

Student View: Students login at the same URL then click Work on this course to launch their coursework.

For Parents, you may follow your student’s progress using the same login information, however check the box LOG IN AS PARENT.
Parents will be able to see all of the same information as the students see, however time will not be logged.

Navigating the Lincoln Learning platform (Grades PK-2):

For videos please visit:  
https://tinyurl.com/Lincoln-Learning  
or  
https://assets.lincolnlearningsolutions.org/Buzz/Help/student/studentHelp.html
Navigation Grades for NOVA (3-12)

Whether logging in as a parent or a student, you will be able to see expected progress and current progress in each course and the current grade in the Overview tab.

When you hover or click on the progress bars, you will be able to see numerical current progress and expected progress overall or for each class. Progress will be checked at the end of the week (school week runs Sunday-Saturday). For attendance purposes, we will check the total progress (not by class). Students may work ahead of schedule in one class and be slightly behind in another class. A green progress bar indicates you are at or ahead of expected progress, an orange shows that you are slightly behind, and a red bar means you are very far behind. No class should ever reach the red zone.
When you click on the course name, due dates of assignments will be available based on the start and end date of each course. You will also see the dates and grades of completed assignments. The amount of time on each assignment is also recorded. Assignments will be due on Mondays through Fridays on days there is school according to the Galion City Schools District calendar. There will not be assignments due on calamity days such as snow days.

When you view the *Report Card* tab you can see how many assignments have been completed and how many there are yet to complete.
The *Daily Activity* tab shows you how many assignments were completed each day and the exact times worked. Please keep in mind this is based on Mountain Standard Time so they may be off one or two hours.

<table>
<thead>
<tr>
<th>Date</th>
<th>Minutes Worked</th>
<th>Lessons Finished</th>
<th>Mastered First Try</th>
<th>Login Sessions</th>
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<tbody>
<tr>
<td>Thu, Jul 16</td>
<td>146.7</td>
<td>7</td>
<td>71.4%</td>
<td>12:04 am – 12:37 am; 5:56 am – 7:25 am; 7:39 am – 8:47 am; 10:26 am – 11:05 am; 11:29 am – 11:54 am</td>
</tr>
<tr>
<td>Tue, Jul 14</td>
<td>113.0</td>
<td>10</td>
<td>100.0%</td>
<td>8:04 am – 9:20 am; 9:28 am – 10:26 am; 10:35 am – 10:59 am; 11:00 am – 11:15 am; 12:19 pm – 12:57 pm; 1:11 pm – 1:26 pm; 10:21 pm – 10:46 pm</td>
</tr>
<tr>
<td>Mon, Jul 13</td>
<td>106.9</td>
<td>9</td>
<td>100.0%</td>
<td>8:18 am – 11:07 am</td>
</tr>
<tr>
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<td>0</td>
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<td>0</td>
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<tr>
<td>Thu, Jul 9</td>
<td>33.1</td>
<td>3</td>
<td>100.0%</td>
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</tr>
<tr>
<td>Wed, Jul 8</td>
<td>68.8</td>
<td>3</td>
<td>100.0%</td>
<td>6:17 pm – 7:13 pm; 8:40 pm – 9:24 pm</td>
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<tr>
<td>Tue, Jul 7</td>
<td>85.0</td>
<td>5</td>
<td>80.0%</td>
<td>2:41 am – 3:15 am; 11:07 am – 12:30 pm; 12:44 pm – 1:19 pm; 9:54 pm – 10:18 pm</td>
</tr>
</tbody>
</table>

Please contact your student’s online coordinator for further assistance.
How to be Successful In an Online Learning Course  
(copyed from Edynamics course Syllabus)

How to Study Effectively:

It’s a feeling we’re all familiar with: there’s a test coming up soon, and you’re feeling nervous about doing well. Whether it’s a quiz or big exam, all tests can be scary in their own ways, but fear no more because this handy guide provides strategies to help you study smarter and learn more effectively!

Before starting to study, you should identify what needs to be studied. Make sure you know what topics you’ll be tested on, and if you’re not sure, ask a person who does know—such as your teacher. Once you know, you can build the rest of your studying strategy on it. Also you should know what you can expect from different types of tests—for example, exams, which are longer and may contain a variety of question types (such as multiple choice, true/false, short answer, and essay questions), and quizzes, which are shorter and take less time. Knowing what to expect will help you prepare.

Next, find a good place to study. Look for a space that is quiet, comfortable, well-lit, and, importantly, free from distractions (such as a TV and your phone). Once you’re in your study space, you need to manage your time wisely. Holing yourself up in your room for six hours straight or staying up all night to cram for an exam isn’t the best way to study—in fact, you’re much more likely to end up feeling tired, have trouble staying focused, and experience difficulty remembering what you studied. Instead, try building in a 15-minute break for every hour of study time. Spend your break doing something refreshing: take a walk or eat a healthy snack. And try to resist the temptation of looking at your phone—you’ll feel more relaxed and focused if you spend your break “unplugged.”

Your next task? Find ways that will promote learning. Learning well is your key to remembering and recalling what you’ve learned—which means better performance and higher grades! Try out the following strategies for studying. They’re proven to be effective for learning and retaining information:

- Read key passages out loud instead of reading them silently to yourself. Reading out loud will help you to learn and understand information faster. Both seeing and hearing the information can help you memorize it.
- Take notes by hand and give your laptop or tablet a break. It may take a little longer, but putting ideas in your own words will help you process them more effectively.
- Summarize information. Summarizing shows that you understood the overall meaning of the passage you're studying.
- Synthesizing information takes a bit more brain power, but it can promote idea formation as you consider different information, ideas, and opinions in drawing your own conclusions.
- Use mnemonic devices. These are clever ways to remember. They often take the form of acronyms, and they summarize information in a way that helps you recall that information. Examples include “Roy G. Biv,” which is a name used to remember the colors of the rainbow: red, orange, yellow, green, blue, indigo, and violet. A popular mnemonic you may have used in math class is “FOIL,” which is used to multiply binomials in order: First, Outer, Inner, and Last.
- Using flashcards is a great way to learn and commit information to memory. For example, looking at a vocabulary word on one side of a flashcard and trying to remember the definition on the other side will strengthen your memory better than if you simply stared at the definition in your textbook or onscreen.
- Practice tests are a great way to reinforce learning and memory. After each study session, complete a short (say, four-to-six question) quiz on the material you just studied. If you’re in a study group, have one of your classmates assess you. Some eDynamic courses provide self-assessments to help you prepare for quizzes.

These tips and strategies will be very effective if you put them into practice each and every time you study. And don’t forget, even when it comes to studying, practice makes perfect! Keep up the good work, and your learning journey will be all the better for it.
How to Avoid Plagiarism

Merriam-Webster defines plagiarism as the act of stealing or passing off the words or ideas of another as your own, or using another person’s creation without crediting them as the source. When you’re writing, it’s essential that you express your own thoughts and ideas rather than reproducing the words or ideas of another. It sounds straightforward, but people sometimes plagiarize without being aware of it; even people who earn their living as writers have been accused of plagiarizing. Intentional or not, it’s important that you know what steps to take in order to avoid plagiarism in your writing, now and in the future.

Fortunately, there are guidelines to keep in mind as you write, and this primer will provide you with some strategies to ensure your writing reflects only your own thoughts and reasoning, and not the thoughts and reasoning of others. Consider these strategies before you begin checking sources for a writing assignment—that way, you will approach both your research and your writing with these strategies in mind. These strategies will help you write more productively and thoughtfully, which in turn means a better academic experience for you!

A research paper should present your ideas and thoughts on a subject, supported by previous research and scholarship. Before you start, it’s important to know what sources need to be documented. Facts that are common knowledge generally don’t need to be documented—for example, that Abraham Lincoln was the sixteenth president or that Tallahassee is the capital of Florida. On the other hand, direct quotes, paraphrases, summaries, facts used as evidence, and others’ ideas do need to be documented. Something else to keep in mind is that the research process can take longer than you anticipate and include many different sources, so it’s important to keep track of what’s what. Dividing your notes into the following three categories can assist with this:

1. your own ideas and analysis,
2. your paraphrases and summaries of others’ ideas and facts, and
3. any direct quotes you copy down from sources.

By categorizing your notes, you can refer back to them when you’re deep in the process of writing your paper and rest assured in the knowledge that they accurately capture what information came from which source. Categorizing your notes will also help you avoid unintentional plagiarism. Unintentional plagiarism can occur despite your best efforts, so you should take extra care to avoid it when reviewing and revising your work. While it is perfectly fine to borrow facts, words, or thoughts that support the main idea in your paper, you must clearly document supporting information. Direct quotes from sources must appear in quotation marks, and you also need to cite sources for paraphrases and any other outside facts or information that aren’t attributable to common knowledge.

Finally, while it isn’t always possible to avoid paraphrasing, summarizing, or quoting long passages, always remember that one of the most surefire ways to prevent plagiarism is to strive to write in your own words. In the course of doing your research, you may come across passages that align with your thinking, but making the effort to put your own unique spin on those passages will help you to develop and refine your ideas and sharpen your writing skills.

To learn more about tracking sources and how different authorities apply styles to sources, see the following websites:

- Modern Language Association (www.mla.org)
- American Psychological Association (www.apa.org)

In addition, running your paper through an online plagiarism checker is highly recommended. You can check your work simply by copying and pasting text into the plagiarism checker. Always remember, however, that this is part of the writing process, and not just a cursory task to complete the morning your paper is due. In fact, you should leave time before the due date so that there’s time to revise any writing that the plagiarism checker highlights for you.
Criminology: Inside the Criminal Mind: In today’s society, crime and deviant behavior are often one of the top concerns of society members. From the nightly news to personal experiences with victimization, crime seems to be all around us. In this course, we will explore the field of criminology or the study of crime. In doing so, we will look at possible explanations for crime from psychological, biological, and sociological standpoints, explore the various types of crime and their consequences for society, and investigate how crime and criminals are handled by the criminal justice system. Why do some individuals commit crimes but others don’t? What aspects in our culture and society promote crime and deviance? Why do individuals receive different punishments for the same crime? What factors shape the criminal case process, from arrest to punishments?

Concepts of Engineering and Technology: What if you could do the impossible? Engineers understand a lot of things, but the word impossible definitely isn’t one of them. Through Concepts of Engineering and Technology, you’ll learn how the momentum of science is continually propelling engineers in new directions towards a future full of insight and opportunity. This course explores the different branches of engineering and how problem-solving, sketching, collaboration, and experimentation can change the very fiber of our human lives. This ever-increasing knowledge can also lead to serious ethical dilemmas and the need to discuss where the boundaries of science lie (or even if there should be boundaries). By examining astounding engineering feats and complex ongoing issues, you, too, will begin to question whether the word impossible really exists.

Digital Photography: Have you ever wondered how professional photographers manage to take such sensational pictures? How are they able to find just the right way to capture an image or moment in time? Perhaps you’ve even wondered why your own pictures don’t meet that standard. Digital Photography I: Creating Images with Impact! will answer these questions and help you understand more about the basics of photography. Learning about aperture, shutter speed, lighting, and composition is key for any serious photographer and will help you gain the confidence and knowledge you need to become one. You will not only follow photography through its history but also gain a basic understanding of camera functions, techniques and what it takes to shoot quality portraits, close-ups, action shots, and landscapes.

Life Skills: Navigating Adulthood: What do you want out of life? How do you achieve your dreams for the future? These can be difficult questions to answer, but with the right tools, they don’t have to be. This course will encourage you to learn more about yourself and help you to prepare for the future. You will explore goal setting, decision making, and surviving college and career. You will also discover how to become a valuable contributing member of society. Now is the time to take action. It’s your life, make it count!

Game Design I: Are you a gamer? Do you enjoy playing video games or coding? Does the idea of creating and designing your own virtual world excite you? If so, this is the course for you! Tap into your creative and technical skills as you learn about the many aspects involved with designing video games. You will learn about video game software and hardware, various gaming platforms, necessary technical skills, troubleshooting and internet safety techniques, and even the history of gaming. And to top it all off, you’ll even have the opportunity to create your very own plan for a 2D video game! Turn your hobby into a potential career and go from simply being a player in a virtual world to actually creating one!

Health Sciences: Patient Care and Medical Services: Are you looking for a job that’s challenging, interesting, and rewarding? These three words describe many of the different careers in health care, and this course will show you how to become part of this meaningful vocation. Promoting wellness, communicating with patients, and understanding safety in the workplace are just a few of the essential skills you will learn, all while becoming familiar with some of the more prominent areas in the field, such as emergency care, nursing, infection control, and pediatrics. You’ll learn about some of the inherent challenges faced by this age-old profession and how you can become a significant part of the solution.

Gothic Literature: Monster Stories: Vampires, ghosts, and werewolves have lived in our collective imagination since the 18th century, and they continue to influence the world of fiction even today. Gothic Literature: Monster Stories focuses on the major themes found in Gothic literature and demonstrates the techniques writers use to produce a thrilling psychological experience for the reader. The themes of terror versus horror, the power of the supernatural, and the struggle between good and evil are just a few of the classic Gothic subjects explored in this course. Are you brave enough to go beyond the fear and an appreciation for the dark beauty of Gothic stories?
Introduction to Military Careers: Most of us have seen a war movie; maybe it had a hotshot aviator or a renegade private or a daring Special Forces operative. But outside of these sensationalized portrayals, do you really understand how the military works or what it can do for you? The military offers far more career diversity than most people imagine, and Introduction to Military Careers will provide the information you need to gain a broader understanding of how to and the right to. You will learn about the various military branches—Air Force, Army, Coast Guard, Marines Corps, and Navy—and examine which jobs you might like to pursue. From aviation, to medicine, to law enforcement, the military can be an outstanding place to achieve your dreams in a supportive and well-structured environment.

Learning in a Digital World- Strategies for Success: The digital world seems to change every day, and touch more of our lives. We use technology to communicate with friends and family, find neverending entertainment options, follow our favorite sports teams and fashion trends, and do our school work. In Learning in a Digital World you will get the tools to navigate this exciting and always changing world. Learn about real-world issues and how to solve real-world problems through interactive and hands-on assignments. Discover what it means to be a responsible digital citizen, expand your digital literacy, and become a successful online student. Consider the best ways to find, create, and share information, learn to maximize information and communication technologies, and explore digital content creation, from emails and blogs to social media, videos, and podcasts.

Mythology and Folklore: Legendary Tales: Since the beginning of time, people have gathered around res to tell stories of angry gods, harrowing journeys, cunning animals, horrible beasts, and the mighty heroes who vanquished them. Mythology and folklore have provided a way for these colorful stories to spring to life for thousands of years. Mythology and Folklore: Legendary Tales will illustrate how these famous anecdotes helped humans make sense of the world. Beginning with an overview of mythology and different types of folklore, you will journey with age-old heroes as they slay dragons, outwit gods, defy fate, fight endless battles, and outwit clever monsters with strength and courage. You’ll explore the universality and social significance of myths and folklore and see how these powerful tales continue to shape society even today.

Sports and Entertainment Marketing: Whether you are watching a famous athlete make an unbelievable play or witnessing a sensational singing performance, the world of sports and entertainment is never boring. Although it may seem impossible for you to be a part of this glittery world, it’s not! The Sports and Entertainment Marketing field offers careers that combine entertainment with traditional marketing, but with a whole lot more glamour. Explore basic marketing principles while delving deeper into the multibillion dollar sports and entertainment industry. Learn how professional athletes, sports teams, and famous entertainers are marketed as commodities and how the savvy people who handle these deals can become very successful. This course will show you exactly how things work behind the scenes of a major entertainment event and how you can be part of the act.

Veterinary Science: The Care of Animals: Lions and tigers and bears (oh my!) Whether you want to step into the wild side of veterinary medicine or just take care of the furry dogs and cats down your street, Veterinary Science: The Care of Animals will show you how to care for domestic, farm, and wild animals and diagnose their common diseases and ailments. Learn how different veterinary treatments are used and developed to improve the lives of animals and, as a result, the lives of those people who treasure them. If you have always been drawn to the world of our furry, scaly, and feathered friends, this may be just the course for you!

Band, Choir, Industrial Technology, French (8th), and Robotics
Offered in person at school

Other online courses may be available based on student interests.
Commonly Asked Questions:

How do I sign my students up?
The [registration link](https://www.galionschools.org/parents/enrollment#Online) on the Galion City Schools website under the parent tab.
Deadline is August 5th at noon.

If students don’t like one delivery method or another, may they switch?
At this time, we are asking you to commit for at least a semester. Contact an administrator for extenuating circumstances.

Will my online student have the same teacher and assignments as his or her peers in the face to face delivery method?
There will be a designated Galion City Schools teacher assigned to oversee and provide support for the virtual instruction. All methods of instruction follow Ohio’s Learning standards for each grade level, but the delivery, pacing, and assignments will be different.

What will change for the online students if the face to face school is moved to a virtual delivery model or a modified school week?
Nothing will change for students already participating in the Galion Online Academy.

What classes will my student take? We are trying to match previously requested schedules as much as possible. This includes specials/electives and honors/accelerated coursework. There may be some classes that are not available or practical to take online and will need to be changed. We will contact the parent and student to discuss these changes when needed.

How will the students’ daily schedules be determined.
The [online platform](https://www.galionschools.org) is available 24-7. There will be weekly progress expectations. Students may work at any time. Students and families are encouraged to come up with a consistent daily plan that works for their family’s unique situation. Students may take breaks at their convenience. You may work ahead of the scheduled pace at any time in order to complete courses and graduation requirements at an accelerated rate. There is a maximum ten hours per day. The Galion City School District’s calendar will be followed and no new assignments will be added on scheduled days off.

What are some of the benefits of online learning?
Working online affords students situations they unable to be replicated in a classroom setting such as: self-pacing, working at a time of day that a students learns best, working around other appointments or scheduled activities without a student feeling like they are missing something, choosing which assignments/subjects to work on when, opportunity to repeat instructions/lessons as many times as needed, removing time constraints to allow for naturally
timed breaks, knowing all assignments for courses at the beginning of the course, breaking up course requirements into a convenient schedule, predictability with course layout/ rubrics/ requirements, seeing progress and grades updated instantaneously, less distraction from other students, easily retake (or request to retake) assignments, feedback is available for each assignment.

**How much time is required for online learning?**
This varies per student and the age level. Each class is expected to be completed in about forty-five minutes to an hour each day. This would be close to the time required of a typical school day. Most students will take 5-7 courses per semester.

**How will grading work?**
The Galion City Schools Online Academy will follow the same grading scale as the Galion City Schools face to face delivery model. Grades are submitted for grade cards at the semester and not by the quarter for the NOVA classes. Assignments will be graded by one of the Galion City School Academy’s online coordinators. Students may retake tests or revise assignment submissions.

**How will attendance be taken?**
Attendance is extremely important in order to be successful in this program. Attendance in the online learning environment is different from the traditional classroom. Progress through the course (with passing grades) counts as your attendance. Each week, progress will be assessed for the previous week. The week runs Sunday through Saturday. If a student is at or above expected progress, he or she will receive attendance credit for all five days of the week. If a student is behind at the end of the week, the attendance days will be docked.

**Do students have work on days when there is school vacation or a holiday?**
Although coursework is available to be worked on at any time, there are no new assignments assigned on weekends or planned school holidays. This is reflected in the course pacing guide. Students will still be expected to complete work originally assigned on unplanned days off such as snow days. It is the student’s responsibility to stay at or above expected weekly progress goals. Contact your instructor for special circumstances.

**How can my student get needed help?**
There is an online coordinator/ teacher that serves the online students in each building. We can communicate through the messaging system in the program, email, phone calls, zoom meetings, or schedule an appointment for a face to face meeting. We can locate additional resources to help explain a topic in a different way or suggest different kinds of learning or study techniques.

**How much support does the adult caregiver need to provide?**
The NOVA on-line learning programs are intuitive and very user-friendly. Once students get started, they quickly begin to comfortably navigate the courses. Students will know in advance what lessons and activities they need to work on and helping your child follow a routine is essential. Most middle school and high school students are able to work independently with regular check ins from adults. The adult should check progress, help provide structure, supervision, and provide an appropriate place to work.

**What special services are offered to students who qualify?**
Most special services are available to those who qualify through an IEP/ 504/ WEP plan. Guidance counsellors and social workers are available by appointment.

**Are school fees still required?**
There are no additional fees for choosing to attend the Galion Online Academy rather than the traditional schooling option. All Galion students in grades K-12 are required to pay the technology fee regardless of the chosen delivery model.

**Are students able to come to school for some classes and go online for others?**
At this time, students will be expected to stay with one system for the semester and will not be able to come and leave school during the school day. An exception will be made in grades 6-12 for courses such as band, choir, robotics, industrial technology, French, and students who have made arrangements to attend college courses offered on campus.
Helpful Links

**Lincoln Learning Platform for Grades (PK-2) mini videos**
https://assets.lincolnlearningsolutions.org/Buzz/Help/student/studentHelp.html
or
https://tinyurl.com/Lincoln-Learning

**Orientation Lincoln Learning**
https://schoolsplp.s3.amazonaws.com/SchoolsPLP+Demo+Videos/SchoolsPLP+2+Curriculum+Overview.mp4

https://schoolsplp.s3.amazonaws.com/Parent+Videos/SchoolsPLP+Parent+Video+-+Curriculum+Lincoln+Mid-High+(6-12).mp4

https://schoolsplp.s3.amazonaws.com/Parent+Videos/SchoolsPLP+Parent+Video+-+Curriculum+Lincoln+Elementary+(PreK-5).mp4

**Bright Thinker**
https://video.search.yahoo.com/search/video?fr=tightropetb&p=bright+thinker#id=5&vid=b371d530400efff6cf23a9f4febeb569&action=click

**PLP**
https://schoolsplp.com

**NOVA**
https://abc-nova.org