LINCOLN COUNTY SCHOOL DISTRICT

Elementary K-6
E-Learning Handbook
2020 - 2021

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INTRODUCTION

Edmentum is an online program offered by the Lincoln County School District to meet the needs of students who wish to conduct their education away from a traditional campus. Exact Path (Edmentum's Elementary Platform) was awarded the Seal of Alignment for Readiness by ISTE (International Society for Technology in Education), who supports best practices for digital age teaching and learning. Study Island, a division of Edmentum, is an award-winning product offering that facilitates the evolution of education as technology transforms the learning experience.

LCSD believes all students can benefit from access to academic rigor, exploration/discovery and an engaging approach to learning. Essential to LCSD's E-Learning program is the curriculum (Exact Path & Study Island) that fosters and encourages critical thinking through differentiated instruction that aligns content to the Common Core State Standards (CCSS).

Students will be expected to work on their personalized learning path in Exact Path and Study Island to ensure students receive grade level content. These active learning approaches enable students to apply what they have learned, practice and check their understanding. The balance of flexibility in Exact Path and Study Island's structure creates student accountability that is invaluable as students move forward in their educational journey.

Students in the E-Learning program will be assigned to district personnel, but instruction will be provided through the Edmentum's Learning Programs (Exact Path & Study Island). Being a parent/guardian to an online student requires time, commitment, and planning facilitation to ensure your child's online experience is successful. Parents and students are expected to communicate to make certain any questions or concerns are addressed in a timely manner.

The LCSD E-Learning team works with students, families, and Edmentum's partners.Our E-Learning Team looks forward to supporting students and families as we all embark on this new learning option in Lincoln County School District.

ENROLLMENT

Enrollment Process

Students (K-12) may enroll in LCSD E-Learning once online registration begins (August 1st, 2020). Students/Families will have the flexibility to choose which academic option meets the needs of their child(ren), but these changes will only take place at the end of the quarter (9 weeks). All change of placements will be at the conclusion of the present quarter. (If, for some reason, a family would like to switch into or out of the E-learning program more than one time during a school year, they must schedule an appointment with the E-Learning administrator and building administrator to discuss the reason for the request and the potential impact on a student's learning path).

Change of placement must be communicated to the residential building team and E-Learning team to discuss appropriate action for each student. Parents/Guardian must communicate with building administration and LCSD Online Coordinator when pursuing change of placement for their child.

Parents are able to opt out of the online program in order for their child to be placed in Comprehensive Distance Learning/Traditional Classroom during the first week of the quarter. After the first week students will remain enrolled in the option of their initial placement.

Course Placement

When elementary students enroll in our online option, they will complete a Diagnostic Assessment for Exact Path and be placed in Study Island at current grade level. The Diagnostic Assessment is given three times throughout the year: The first assessment is to create a student learning path to ensure every child is met at their academic level, while the remaining assessments are to analyze student growth. This allows our team to track growth while contributing to data-driven collaboration among all members of the learning team.

Students are placed into Study Island by grade level to ensure all students are receiving grade level content aligned to Common Core State Standards. Study Island provides students to grade level content in Math, English Language Arts, Social Studies and Science.

LCSD E-LEARNING TEAM

E-Learning Administrator

The E-Learning Administrator oversees the Lincoln County School District.
K-12 online program. The administrator collaborates with building administrators,
E-Learning Coordinator and other stakeholders throughout the district to help provide
support to all.

E-Learning Coordinator

The E-Learning Coordinator collaborates with the E-Learning Administrator, building
teams, while facilitating change of placement for students.

Learning Guides (Parents/Guardians)

Elementary students will need a parent/guardian to help guide them through daily
lessons and activities while working through Exact Path & Study Island. Parents will
be their child's learning guide who provides additional support in instruction while
monitoring student progress in order to ensure their child(ren) is on pace to
complete content.

CURRICULUM

Exact Path

Exact Path curriculum builds fundamental concepts, creative problem
solving and other lifelong skills while using approaches that create a
solid foundation for students. Exact Path focuses on three core subjects:
Reading, Math and Language Arts that are aligned with Common Core
State Standards. This online curriculum has integrated online
instruction, video and online resources to provide students an enriched
online learning experience. Every child enrolled receives an
individualized learning plan to ensure we meet every child at their ability.

Study Island

Study Island ensures that all students receive grade level content
through practice and assessment tasks that are aligned to Common
Core State Standards. Study Island uses data from these tasks to help
students become more proficient within grade level content. Study
Island's curriculum focuses on four core subjects: Language Arts, Math,
Social Studies and Science. This online curriculum has integrated online
instruction, video and online resources to provide students an enriched
online learning experience.

COURSE MATERIALS

Edmentum online is a digital first - not digital only program that offers students online resources with print capabilities. All courses use a variety of open educational resources and web-based materials for dissemination of content. Print resources are at the student/family discretion where they are responsible for printing. These resources may also be downloaded and used with Kami for additional practices. These resources are not part of the student learning path, more of an academic tool to increase content comprehension.

INDIVIDUAL EDUCATION PLAN/504

Exact Path and Study Island offer carefully designed features for both diagnostic testing and learning paths to support students of diverse abilities. If a student has an Individualized Education Programs (IEPs) or Section 504 plan, the residential school IEP team and parents will meet to determine if there needs to be any amendments to the Individual Education Plan (IEP).

LCSD E-Learning programs have features that support students with IEPs by meeting student level, supporting goals and gathering data

Emerging Bilingual/English Language Development

Students who qualify for ELD services will be provided those services through LCSD but will remain an Edmentum student for their core content learning. Edmentum provides program support for parents in Spanish and English, but instructional videos and content are not always available in Spanish.

TECHNOLOGY

Classlink/Edmentum App

As an element of Lincoln County School District, Classlink is our district's Learning Management System (LMS) students will use to gain access to their online curriculum via Edmentum (Exact Path/Study Island) App.

Once logged into Exact Path (Edmentum Learning Program), students will have access to their classes, assessments, and additional tools. In addition to class work, students are able to view their current progress and grades in each of their classes. Edmentum's interface offers parent/guardian access to student information, including grades, progress and course activity. These are great tools to help motivate your child's progression towards completing assignments, tasks, and

assessments.

Hardware & Internet Requirements

LCSD issued technology is required when working within our online program, unless an individual education plan (IEP) makes an exception. Our district has invested in our technologies in order for our Chromebooks to meet the system requirements of Edmentum.

In addition to an LCSD issued Chromebook, a reliable internet connection is required to ensure our students reach their potential in online learning. Families/Students who are partaking in online learning should have a backup plan in place in case of computer or internet failure.

Technology Support

LCSD Issued Chromebook Assistance: click here

Edmentum Tech Support: click here
Phone: 800-447-5286
Email: support@edmentum.com

STRATEGIES FOR SUCCESS

E-Learners will be enrolled in core subject areas based on data accumulated from the i-Ready Diagnostic test. Students can expect to spend 3-5 hours daily to complete instructional lessons, assignments, tasks and quizzes.

Strategy Tips for Success:
- Consistent daily schedule for learners
- Daily Progress Checks
- Be Organized and plan ahead
- Encourage & Motivate your child
- Both parents/students should orient themselves with online program platforms and interfaces before beginning courses.
- Self-Advocate - ask questions, contact supports, etc. Take the initiative on what you need in order to be a successful online learner. We can't help resolve issues if E-Learning staff is not aware of the problems.
- Design a back-up plan for when technology failure occurs
- Create a workspace for your child(ren)

ADDITIONAL RESOURCES
- Parent Letter: Keep Learning Going at Home ([English](#))
- Parent Letter: Siga el Aprendizaje en Casa ([Spanish](#))
- Diagnostic Administration Guide for Parents ([Guidelines](#))
- Exact Path: Student Guide ([Grades K-5](#))
- Exact Path: Student Guide ([Grades 3-5](#))

STUDENT POLICIES ("Code of Conduct")

Attendance
Lincoln County School District E-Learning program will follow attendance guidelines put in place by the Oregon Department of Education. Attendance must be taken at least once per day for all students enrolled in school, regardless of the instructional model. When there is no evidence of student participation/interaction during the 24-hours of a scheduled school day, students are reported as absent.

Plagiarism and Academic Honesty
Students are expected to have academic integrity and submit work that is their own. Students are required to conduct themselves honestly at all times. Students are responsible for understanding what behavior constitutes plagiarism and cheating, and properly crediting sources when submitting work.

Plagiarism and how to avoid it:
> Middle School: https://www.youtube.com/watch?v=brOoE7SufrA
> High School: https://www.youtube.com/watch?v=UsFcU1PH_8E

● Submitting work that you claim as your own but derives from a source other than yourself without properly citing the source is considered plagiarism and is not allowed in our classes. These actions are direct infractions of LCSD Student Code of Conduct ([JFC-AR](#)), Academic Integrity ([IKI](#)) and Electronic Communication System ([IIBGA-AR](#)) policies. There are consequences for students who plagiarize their assignments.

● To learn about how we approach consequences to plagiarism cases, review LCSD policies: [JFC-AR](#), [IKI](#) and [IIBGA-AR](#) . Students who plagiarize or cheat will be referred to the student's administration for discipline.

Respectful Discourse

Tone of voice and attitude can be difficult to convey in writing, but they are extremely important in an online class. It is important to say what you mean and mean what you say. We expect that you will treat your online teachers with the same respect as you would treat your teachers in any face-to-face environment. Students who are disrespectful will be subject to consequences aligned with our Acceptable Use Policy. Here are some specific reminders about respectful posting in an online course:

● Use proper grammar and conventions: It is easy to fall into the habit of using texting shorthand. This is a
classroom, just like any other classroom. Use proper grammar and conventions and do not use unusual screen names, slang or abbreviations in your posts.

● Choose words carefully: When we talk to someone in person they can hear our words and see our faces. In online classrooms, it is easy to be misunderstood. Read your post back to yourself to make sure your word choices convey your feelings.

● Don't make it personal: Expressing your opinion is encouraged, but don't make disagreements personal.

● NO YELLING: Refrain from using all capital letters – it is like yelling at your teacher.

● Keep it clean: No profanity, links to inappropriate websites, or inappropriate images.

● Don't forget: all things you post in the course are recorded and saved, including edit history.