

## ALTERNATIVE EDUCATION ACADEMY STUDENT ENGAGEMENT POLICY

In order for students in an online school to be successful it is necessary for them to be continuously engaged in the education process. Regular completion of diagnostic assessments is essential for the promotion of student development and instrumental to the development and implementation of targeted instructional techniques. Moreover, regular live class participation and the submission of classroom assessments allows instructional staff additional insight into student development and affords students another opportunity to ask questions and demonstrate academic growth. To that end, the Board of Directors has adopted this Student Engagement Policy and directs its operator to implement the policy.

OHDELA assesses Student Engagement level via a combination of the following:

- Completion of diagnostic assessments\*
- Participation in state mandated testing\*
- Attendance in live instructional sessions
- Completion and submission of course assessments

\*Participation in diagnostic assessments and state mandated tests is non-negotiable and is weighted most heavily in determination of student engagement level.

### **DIAGNOSTIC ASSESSMENTS**

Periodically, throughout the school year, the School implements NWEA MAP or other diagnostic assessments to ascertain student ability and development and to target instruction. Students shall be given the opportunity to complete such assessments within a reasonable amount of time which is consistent with the purpose for administering the assessment. Students are required to complete all diagnostic assessments. Students that fail, without legitimate excuse, to complete any diagnostic assessment within the time prescribed by the School are at risk of being expelled for a period of ten (10) school days. OHDELA will comply with HB318 and ORC 3313.668(B)(1)(a) or (b) regarding suspension and expulsion practices for students in grades K-3.

### **STATE MANDATED TESTING**

Any student who fails, without legitimate excuse, to participate in state mandated testing shall be expelled for a period of 80 school days. If there are fewer than 80 days remaining in the school year, the expulsion shall extend into the following school year. Parents and students are notified in advance of the schedule and location of required testing. Although the School undertakes to make testing facilities easily accessible to parents/students, it is the

parent/student's obligation to provide transportation to testing facilities and a failure to attend required testing will not be excused for transportation reasons except in extreme circumstances.

**FOLLOW THROUGH AND EFFECT OF EXPULSION** Ohio law requires the Principal to follow through with expulsion proceedings when a student has committed an act warranting expulsion under the School's policies even if the student withdraws from school prior to the hearing on the decision to impose the expulsion. OHDELA is required to provide notice of the reasons for and the duration of any expulsion to the next school that such a student seeks to enroll in. When a student is expelled from school pursuant to this policy, the School shall cease to provide learning opportunities to the student and the student shall be considered withdrawn as of the effective date of the expulsion.

### **LIVE INSTRUCTION ATTENDANCE:**

OHDELA's curriculum is designed to provide flexibility to its students and the Board recognizes that many of the School's students appreciate the opportunity to earn credit and complete assignments on their own time. However, students that attend and participate in live class sessions on a regular basis are typically more successful than students that do not. OHDELA students are provided a clear schedule for live opportunities in the core subjects of Math, English, Science and Social Studies. Although Live Instructional Classes are recorded and made available to students for review on their own time, students are expected to attend Live Classes as they are provided in real time.

The School requires that per calendar month, students attend 50% of live instructional opportunities as outlined in the student's schedule. Students who do not meet minimum live instructional attendance expectations at the end of each month will be referred to our engagement intervention protocol.

### **COURSE ASSESSMENTS:**

It is critical for student success to submit assignments/assessments regularly so that the school and teachers can monitor progress of students to ensure growth and mastery of state standards. As such, students are required to submit a minimum of one assignment or assessment per week per course. Students who do not follow minimum expectations of submissions at the end of each month will be referred to our engagement intervention protocol.

OHDELA has outlined engagement expectations above. OHDELA has defined the participation in diagnostic and state assessments as required during those testing windows. Failure to participate in the outlined assessments warrants the risk for an immediate ten day expulsion from the school. Failure to attend 50% of live instructional sessions per month or failure to submit course assessments as outlined above, will result in students being referred for participation in OHDELA's Engagement Intervention Program.

## **ENGAGEMENT INTERVENTION PROGRAM:**

The Student Services team provides timely coordination of support services identified to address the specific engagement needs of the student and family in order to promote positive academic outcomes. The student services team member will continuously monitor student progress to evaluate and adapt the support plan as needed. Participation is required in order to ensure student success.

### **Support Levels**

Student Services staff, teachers, and administration will monitor attendance, time spent in courses, assignment submission, live session attendance, and compliance with school and state assessment requirements to determine a student's engagement level.

**Level 1:** General school-wide prevention and programming along with teacher support.

- Onboarding, homeroom support, online classes, and student group activities
- Compliance with school policy regarding attendance, engagement, assignment completion and communication is expected.

### **Duration: On-going**

**Level 2:** Engagement or course progress concerns require student and family to receive additional interventions, supports and progress monitoring through individual check ins and/or small group sessions.

- Teachers and Student Services team members identify intervention methods in conjunction with the student and learning coach. The Student Services team will facilitate the process, monitor progress, and provide regular, formal follow-up
- In review of the plan, the following actions may occur:
  - Excellent progress – student is re-assigned to Level 1 supports
  - Moderate progress – student continues receiving Level 2 supports and review
  - No progress – student is moved into Level 3

### **Duration- estimated 2 weeks**

**Level 3:** Student Services has been working with the student and family; however, the student's educational needs are not being met. An intensive Advising Intervention Plan will be implemented based on two or more of the following factors: academic performance, engagement, teacher referral, behavioral concerns, and/or credit deficiency.

- During this period, focus will remain on enhancing academic growth through identifying any barriers interfering with a student's education, setting specific goals, and creating an action plan to provide additional accountability. Students on this plan can expect to be in close and frequent contact with their advisors to form a partnership that serves to balance the weight of sustaining educational growth by working communally.
  
- In review of the plan, the following actions may occur:
  - Excellent progress – student is re-assigned to level 2 supports
  - Moderate progress – student continues receiving level 3 supports and review
  - No progress – student is moved to level 4

**Duration- estimated 4-6 weeks**

**Level 4:** All available resources and interventions have been exhausted for a student. Students are referred to administration and are at risk of being expelled for a period up to fifty (50) school days.