Mid-Prairie Virtual Academy

(Update March, 2021)

Mission Statement

"Preparing today's students for tomorrow's world in a caring and personalized learning environment"

Mid-Prairie Virtual Academy Goals

- Provide a high-quality virtual education in a caring learning environment to meet the diverse learning needs of students
- Increase the educational opportunities for students in the Mid-Prairie Community School District
- Create opportunities that promote students to become self-directed, problem solvers and critical thinkers.

Welcome to the Mid-Prairie Virtual Academy

The Mid-Prairie Community School District has partnered with Edmentum/EdOption Academy to provide students a full-time online learning option. The Mid-Prairie Virtual Academy offers a virtual option to students in grades K-12. Courses include a full Elementary program including all four core courses as well as electives. Secondary students (6-12 grades) are offered all core courses, electives, AP, Global Language, and Career and Technical Education courses; everything a student needs to earn a district-approved diploma.

Mid-Prairie Virtual Academy is a stand-alone school. Each full-time student is officially enrolled in the Virtual Academy and eligible to participate in Mid-Prairie extra-curricular activities (athletics and fine arts).

Each course offered has an Iowa-certified teacher provided by EdOption Academy. This teacher is the teacher of record and will be working with the student to teach and guide them through the course.

The Mid-Prairie Virtual Academy Principal will oversee the Academy. The Principal will manage the student registration process, monitor student progress, communicate with students, families, and course teachers, attend student support meetings for the development of annual IEP, 504 or ELL plans, supervise the Student Success Coaches and enforce Academy Policies.

Each student will also be assigned to a Mid-Prairie Student Success Coach. The Student Success Coach will work with students to make sure the students have everything they need to be successful in the course. The Coach will provide important information about the school such as testing dates and locations. The student is required to meet with the Student Success Coach either in-person, via video chat, or on the phone every two weeks to review academic progress.

Roles & Responsibilities

Mid-Prairie Virtual Academy Principal

- Facilitate registration process
- Promote and maintain community relations concerning the program
- Provide supervision for Student Success Coaches
- Monitor student academic progress

- The Mid-Prairie Virtual Academy Principal will partner with students and Student Success Coach twice a school year to discuss individual learning needs and seek feedback for continued improvement of the program
- Ensure district resources are in place to meet the diverse learning needs of students including an IEP, 504 plan or ELL services.
- Attend student support meetings for the development of annual IEP, 504 or ELL plans
- Provide parents or legal guardians with school records or other required information to transfer their student to another school

Student Success Coach

- Maintain weekly contact with student
- Monitor student academic progress
- Provide problem-solving support to pinpoint specific barriers to learning, develop strategies to overcome those challenges, and help students build self-advocacy skills
- Assist in course enrollment
- Partner with students and Principal twice a school year to discuss individual learning needs and provide feedback for continuous improvement of the program
- Ensure student participation in state testing
- Support student social & emotional wellbeing
- Attend Professional Learning per Principal request
- Advocate student needs to Mid-Prairie Virtual Academy Principal and course teachers

Parents/Guardians

- Help student establish a safe and productive learning environment
- Maintain contact with Student Success Coach and course teachers to ensure student success
- Weekly review student progress reports available through the EdOptions Academy Student Information System or provided by course teachers
- Communicate any concerns with Student Success Coach and/or Principal
- Complete required registration materials
- Provide Mid-Prairie Virtual Academy with current home address, phone number(s), and email address(es)
- Assist students in monitoring technology use and/or needs

Students

- Maintain regular communication with instructors and Student Success Coach
- Students should respond to emails from instructors within 24 business hours

- Maintain academic integrity by ensuring all content completed is original to the student and not the result of plagiarism
- Students will reflectively monitor self-motivation by directing their own learning environment and establishing procedures including time management skills to fulfill course requirements
- Seek additional help when needed
- Maintain adequate progress to fulfill each course requirements in the time provided
- Participate in meeting with Principal, Student Success Coach, and parents twice per school year to discuss individual learning needs and provide feedback for continued improvement of the program
- Students 6-12 will submit a daily schedule to their Student Success Coach within the first two weeks of each course.

Student Registration

Parents of first time, full-time students will fill out the registration form for the Virtual Academy Program through the district website. Students and/or parents will then be provided an interview date they must attend. This interview may be done in person or virtually using a video conferencing tool.

Returning Virtual Academy students will fill out the registration form for the Virtual Academy through the district website. All returning students from the previous year will automatically be accepted into the Virtual Academy should they meet eligibility requirements.

For any other Registration/Enrollment questions, please contact Frank Slabaugh at 319-330-1941 or email at fslabaugh@mphawks.org.

Student Eligibility

High School Student Eligibility: Full-time Students: A full-time student is a student who takes at least 4 courses a year through the Mid-Prairie Virtual Academy. Parental/guardian permission is required. Once in the program, students must maintain a 2.0 GPA, must have no failing semester grades and complete all courses within the timeframe provided. If a student fails to meet these requirements they will be on probation for one semester (18 weeks from the start of the probation period). If the student meets eligibility requirements, listed above, they have then met compliance and may continue in the program and will be removed from probation. If a student does not meet compliance after one semester (18 weeks) of probation they will be removed from the full time program and will work with the Principal for appropriate placement options.

K-8 Student Eligibility: Only students who have had no failing grades from the year before may apply to be a full-time virtual student. To remain in the program, students need to pass all courses for the year and complete all courses within the timeframe provided under the course length. If a student fails the requirements they will be on probation for one semester (18 weeks from start of probation). If the student comes back into compliance, they may continue in the program and will no longer be on probation. If a student does not come back into compliance they shall be removed from the full time program and the Principal will work with parents and the student for appropriate placement options.

Note: All students must sign a Student Code of Conduct before Enrollment

Requirement for Testing

All full-time students will be required to participate in the following assessments:
- Iowa Statewide Assessment of Student Progress (ISASP) (3rd-11th grade)
- FAST Universal Screening Assesments (K-5)
- FAST Progress Monitoring (K-5)

Mid-Prairie Virtual Academy will work with students to provide information the student needs to attend each testing session. ISASP tests will need to be completed at an approved Mid-Prairie location with a certified proctor administering the test.

Course Length

Grades 6-12: 6-8 students are given a maximum of 18 weeks to complete a half credit course. Courses can be completed prior to the 18-week deadline. 9-12 students are given a maximum of 9 weeks to complete a half-credit course. Courses can be completed prior to the 9-week deadline.

Grades K-5: Elementary Students are given the full year to complete all required courses. Courses can be completed prior to the end of the year. If students finish early, they may begin the next year's course in that subject at the discretion of the program Principal, student success coach and parent/guardian.

Withdrawal Policy

Course Withdrawal: Students have 5 days from the time of enrollment in the course to withdraw with no penalty. Students who withdraw after the 5-day grace period can re-enter the course at the point where they left off if the request for re-enrollment happens within 30 days of withdrawal. All re-enrollment after 30 days will require the student to start the course

from the beginning. All withdrawals after the 5-day grace period will be shown as an "F" on the student transcript.

Program Withdrawal: Any student who wants to withdraw from the Mid-Prairie Virtual Academy can do so by notifying the Principal. Parents of students under the age of 18 should submit a request for withdrawal to the Principal. Please note if the student has not met *minimum goals in the first 30 days, the Mid-Prairie Virtual Academy Principal retains the right to remove such student from the program and reassign the student to the appropriate educational setting.

> *Minimum Goals
> ● Daily schedule sent to Success Coach or designated person by a specified date.
> ● Attends all required sessions, meetings

In the interest of academic consistency for the student, Mid-Prairie Schools strongly recommends only two changes in student's enrollment status per school year. For example: A student may start the year at the physical attendance center, choose to enroll in the Mid-Prairie Virtual Academy, and return to the physical attendance center (physical attendance center includes Mid-Prairie Homeschool Assistance Program) only once in a year. OR, a family may start the year in the Mid-Prairie Virtual Academy, choose to attend a physical attendance center and return to the Mid-Prairie Virtual Academy only once a year.

Course Content

Secondary Students (Grades 6-12): All semester-based courses are a **half credit.** Courses consist of a course orientation, assignments, quizzes, and assessments as assigned by the instructor. Courses can be completed prior to the 18-week or 9-week window.

Elementary Students (Grades K-5): All courses are a school year in length. Courses consist of a blend of self-paced and guided instruction that include tutorials, mastery tests, and projects. While a certified teacher is provided for K-5 courses these courses are heavily dependent on parent/guardian facilitation of instruction.

Proctoring of Final Exams

Students may be required to have final examinations proctored at an agreed-upon location. Testing locations may be the student home or other approved quiet learning environment approved by the course teacher. Testing locations will be determined and information shared with students and parents.

Course Types

Students enrolled in the Mid-Prairie Virtual Academy will be required to take full course offerings. Credit recovery course options will not be offered.

Graduation Requirements

English Requirement 4 credits
- English 9 – 1.0 credit
- English 10 – 1.0 credit

Science Requirements – 3.0 credits
- Biology – 1.0 credit
- Earth & Space Science - 1.0 credit
- Chemistry or Physical Science - 1.0 credit

Social Studies Requirements – 3.0 credits
- US History 1.0 credit
- Govt. – 0.5 credit

Math Requirements – 3.0 credits
- Algebra 1 - 1.0 credit
- Geometry - 1.0 credit
- Algebra 2 - 1.0 credit

Life Skills Requirements – 1.0 credit
- Family Living and Healthy Relationships – 1.0 credit
- Personal Finance – 1.0 credit

Physical Education – 0.5 credit is required each school year / 2.0 credit total

The responsibility of meeting the graduation requirements lies with the student

Attendance

Attendance at MPVA is defined as evidence of "engaging with the assigned material". A minimum of **45 minutes for grades 9-12 and 30 minutes for grades 6-8** should be spent on each class for five out of seven calendar days. An attendance week for MPVA students will run from Monday to Sunday unless Mid-Prairie's school calendar specifies otherwise. Holidays and weekends are not counted as absences, but work time on a holiday or weekend will excuse an absence within that week. For instance, if a student works Monday – Thursday, takes off Friday and Saturday, and does school work on Sunday; Friday will not be counted as an absence due to the time spent in class on Sunday. As long as the student is working on their classes five out of seven days, the student will not be counted absent. If Mid-Prairie is closed for Christmas break, Thanksgiving break, spring break, etc. MPVA students would not be expected to do school work on Christmas break, Thanksgiving break, spring break, etc... MPVA students will follow the Mid-Prairie school calendar that was adopted by the school board.

MPVA Principal will send out an email every week to all K-5 students letting each student/parent know what day the student needs to have completed by Sunday of that week.

If any MPVA K-5 student is unable to meet the deadline that was set for the week, or any MPVA 6-12 student is unable able to spend the required amount of time (forty-five minute minimum for grades 9-12 and 30 minutes for grades 6-8) on each class the student and/or student's parent must contact their MPVA Success Coach and/or the Principal. The student and/or the student's parent must inform their Success Coach and/or Principal as to why the student was unable to successfully complete their school work by the assigned deadline and the student and/or parent must provide a plan for making up the school work that was missed.

If the student accumulates 10 total unexcused absences, the Principal will contact the student, the student's parent, and the student's Success Coach and arrange a meeting to discuss a plan for moving forward in the virtual school setting. The meeting must occur within one week of the Principal initially contacting the student and/or the parent.

Another important part of attendance is regular communication with course teachers and the Success Coach. Students are expected to respond within 24 hours to any emails they receive. In addition to submitting work according to the suggested pace, students will also have a least one synchronous contact with their virtual instructor. This contact can be a monthly phone call, attendance at a Live Lesson or Webinar, an Instant Message, or a text message.

Students are required to create a daily schedule for themselves that they must keep for the entirety of the course(s). **This schedule must be sent to the Student Success Coach at the beginning of each course.**

Recommended Middle / High School Schedule
- **6-8 students 45 minutes per class**
- **9-12 students 90 minutes per class**

Recommended Elementary Schedule

Grade	#of hours per day
K-2	3.5
3	4
4-5	4.5

A primary grade student schedule could look like:

Math	50 minutes
ELA	70 minutes
Science	45 minutes

Social Studies	45 minutes
Art/PE/Health	20 minutes

Earning Credit and Grading Policy

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

Grades 6-12
1. The student will need an overall average of 60%.
2. Students must take the End of Semester Exam and complete all assignments to earn credit in the course.

Grades K-5
1. The student will need an overall average of 60%.

Students will be allowed to retake the End of Semester test once. Students will also be able to go back and resubmit any work in the course for a higher grade as long as the student has time left in their enrollment. Once a student has taken EOS, the student will be allowed to review their grades and resubmit any assignments they might have scored below expectations to improve their mastery of the content.

_____

Grading Scale

A	93-100%
A-	90-92%
B+	87-89%
B	84-86%
B-	80-83%
C+	77-79%
C	74-76%
C-	70-73%
D+	67-69%
D	64-66%
D-	60-63%

Student Advancement and Graduation

Students must meet all already established requirements to advance to the next grade level or to graduate with a Mid-Prairie Diploma.
Graduation Requirements: Students earning a diploma from the Mid-Prairie Virtual Academy will be required to complete all mandatory classes as required by the Mid-Prairie School Board. Students may complete their graduation requirements at any time during the school year. Mid-Priarie Virtual Academy graduation ceremonies will be held in the spring.

Transcripts and Grade Reports

Students and parents may access a student's unofficial transcript in the Edmentum Student Information System by selecting the Transcript option from the main menu. Grade reports will be issued on the same time all other Mid-Prairie students receive their grade reports. Parents can request grade reports from the following:
- Course Teachers
- Student Success Coach
- Mid-Prairie Virtual Academy Principal

Special Education Services

Virtual Academy students have rights to educational evaluations, Special Education services, and access to an IEP team in the same manner as students enrolled in the physical attendance centers.
- When needed, SDI time will be determined by the IEP team and be administered by a certified special education teacher through Edmentum/EdOptions and/or in the physical attendance center by the District Special Education staff.
- If needed, students may test with accommodations with the MPSCD Special Education Program or Mid-Prairie Virtual Academy.

Field Trips and Special Activities

Students enrolled in the Mid-Prairie Virtual Academy are invited to participate in **optional** monthly field trips/special activities provided through the Mid-Prairie Homeschool Assistance Program(MPHSAP). The MPHSAP arranges and plans a variety of activities and classes that will be attractive to all ages and interest levels. These events are largely dependent on the interest expressed by families. Ideas and suggestions are welcomed so that needs and expectations are met. Events are designed for family involvement, and parents are encouraged to be involved in scheduled events. Field Trips Students get very excited when they learn new things on a field trip. However, in order to make these learning experiences

the best they can be for everyone, it is important that students be reminded about proper field trip behavior. On field trips, parents should help children remember not to talk when the guide is talking, to raise their hands to ask a question, to stay with the group, and to follow any other directions. The program depends on every family to help the students be on their best behavior so all can learn, have fun, and leave a good impression of our program. Please remember that if a family signs up for an event, it is their responsibility to mark their calendars and remember to attend. If a cancellation needs to be made because of sickness or unforeseen conflicts, please let the MPHSAP know as soon as possible so that appropriate arrangements can be made and the teacher in charge will not wait. Along the same line, families should arrive on time for all events in order to be considerate of others' time and always leave hosts with a good impression. In addition, there are sometimes families who are on a waiting list and would like to go if others are not able. Please remember that field trips with a fee must often be paid by the MPHSAP in advance. If a family must cancel, note that they may still be charged the fee.

Athletic/Activities Policy

Mid-Prairie Schools encourages and supports active involvement in our programming. Mid-Prairie Virtual Academy students may participate in the school district's extracurricular and academic activities in the same manner as other students enrolled in the physical attendance centers.

Participation in Extracurricular Activities
- Students should maintain full-time status while participating in an extracurricular activity. (i.e. full-time Virtual Academy course load) as is the expectation of all district students.
- Virtual Academy students are subject to the District's *Good Conduct Policy.*
- ALL student's grades must be in good standing in all classes to participate.

Families enrolled with Mid-Prairie Virtual Academy should coordinate participation in district extracurricular activities with the support of their Student Success Coach and the Mid-Prairie Virtual Academy Principal.

Good Conduct Policy

Participation in school activities is a privilege. School activities provide the benefits of promoting additional interests and abilities in the students during their school years and for their lifetimes. Students who participate in extracurricular activities serve as ambassadors of the school district throughout the calendar year, whether away from school or at school. Students who wish to have the privilege of participating in extracurricular activities must conduct themselves in accordance with board policy and must refrain from activities that are illegal, immoral or unhealthy. Students who participate in extracurricular activities shall commit themselves to meet the standards of this policy. Students who fail to abide by this policy and the administrative regulations supporting it may be subject to disciplinary measures. The Activities Principal shall keep records of violations of the good conduct rule.

A. CONDUCT REQUIREMENTS- ALL ACTIVITIES
1. No student shall have in their possession or have used a controlled substance (tobacco in any form, any alcoholic beverages, or drugs).
2. No student shall steal, destroy, and/or deface any school property.
3. No student shall be convicted of a felony, aggravated misdemeanor, or serious misdemeanor.
4. If the student is observed violating one of the above by faculty, administrators, or law enforcement personnel, admits to violating any of the above, or upon thorough investigation by school personnel which determines the student committed the violation, he/she will be declared ineligible as described in Part B of these rules.
5. These are minimum requirements. Any further rules specified by an activity sponsor must be followed.

B. LENGTH OF INELIGIBILITY FOR NON-ACADEMIC VIOLATIONS
To determine the length of the ineligibility period(s) all extracurricular activities will be divided up into Athletics and Performing Arts & Leadership.

Current activities include: Athletics: Football, Volleyball, Cross Country, Basketball, Wrestling, Track, Golf, Soccer, Baseball, & Softball Performing Arts & Leadership: Dance, Cheer, Fine Arts Ensembles, Plays/Musicals, *NHS, *FFA, *FCCLA, Science Club.

*Affiliation with state or national organizations may require stricter eligibility requirements. Any stricter requirements will require communication between sponsors and participants prior to any violation. Communication will be verified through student and parent signatures. The length of the ineligibility periods will be assigned as described below.

Athletics

1. First Offense – 1/3 of the season's competitions
2. Second Offense – 2/3 of the season's competitions
3. Third Offense - One year, twelve (12) calendar months, of ineligibility shall be imposed from the date of the last offense.

Performing Arts & Leadership
1. First Offense – 60 calendar days
2. Second Offense – 180 calendar days
3. Third Offense – One year, twelve (12) calendar months

Anytime there are three or more offenses within a year, twelve (12) calendar months, the last offense shall be considered a third offense making the student ineligible for one year, twelve (12) calendar months from the date of that offense, whether or not the student is out for an activity. Time of ineligibility will start for Performing Arts & Leadership on the day the Activities Principal communicates with the student of their infraction. If a performance is part of the student's grade, an alternative assignment will be provided. Time of ineligibly will start for Athletics on the first competition (scrimmages are not considered competition). The ineligibility time for athletics will carry over from one sport to the next until all time of ineligibility has been served. The time that is carried over will be prorated for the new sport.

In order for an ineligibility period of time to be considered officially served, the ineligible student must start and complete the entire performing activity "season" in good faith as determined by the sponsor/coach of said activity.

C. VIOLATIONS HAVE OCCURRED WHEN:
For an offense to be considered a first offense, it must have happened after initial involvement in any extracurricular activity that could start as early as the beginning of ninth grade. It will be counted as an offense even if the student is not currently out for an activity.

For an offense to be a second offense it must be the second offense to have happened within twelve (12) calendar months. It will be counted as a second offense even if the student is not currently out for an activity.

For an offense to be considered a third offense, it must be the third offense to have happened within twelve (12) calendar months. It will be counted as a third offense even if the student is not currently out for an activity.

D. DUE PROCESS PROCEDURE
Due Process procedures shall be followed in the handling of each case. Essentially the procedure will be the following:

1. The Principal shall handle the hearing. He/she may include the activity Principal, coach(es), teacher or other administrator as he/she chooses to hear the case.
2. Prior to the hearing to determine whether a violation has occurred, the student will be furnished with a written or oral statement from the Virtual Academy Principal of the alleged misconduct sufficient to prepare a defense to the charge, setting out the student's violations of the academic or conduct requirements set out herein.
3. If the student denies the charge, the Principal shall explain the evidence and give the student an opportunity to tell his/her side of the story.
4. The Virtual Academy Principal shall then determine whether the student should be declared ineligible. If the student is declared ineligible said ineligibility shall commence immediately.
5. If the student(s) is not satisfied with the decision arrived at above, he/she will, at his/her request, be granted an informal hearing before the Board 11 of Education.
6. If the student is not satisfied with the school board's decision, he or she may appeal within thirty (30) days to the Department of Education. However, the ineligibility period will begin with the school board's decision and will not be delayed pending the State Board's decision.

Notification of Student Records Policy

The Mid-Prairie Community School District maintains cumulative records on each student as an aid in the instruction, guidance and educational development of the student. The records contain information about the student's education, including identification data, attendance data, record of achievement, family background data, aptitude tests, educational and vocational plans, honors and activities, discipline data, objective counselor or teacher ratings, and observations and external agency reports. Records of each student are located in either the elementary or secondary areas of the school building, depending on where he/she is enrolled. Any exception is noted in the student's other record or by those involved in record maintenance. Those who are responsible for the maintenance of school records are the Superintendent/designee/and/or building administrator. Information and data collected about students in the Mid-Prairie Community School District for the purpose of administering, designing, implementing, and evaluating the educational progress of each student shall be handled in accordance with the Educational Rights and Privacy Act of 1974. Student records and rosters are to be used only for the welfare of students. Access to student records shall be to authorize personnel only. The following persons, agencies, and organizations may have access to student records without prior written consent of the parents or students over the age of 18: 1. School officials and teachers with a legitimate educational concern. 2. Officials of other schools in which the student plans to enroll. 3. Representatives of state and local government when auditing and evaluating federal education programs. 4. Parents of dependent children, regardless of the child's age. Any other access to the student records shall be only upon the parent's written consent (or the student's if over 18); or upon court

order or legal issued subpoena. Parents of students under age 18 and students over 18 may exercise the opportunity to review educational records of the student, to obtain copies of the records, and to challenge the contents of the records on the grounds of inappropriateness, inaccuracy, or invasion of privacy, and to have the records explained by school personnel.

Mid-Prairie Virtual Academy Student Code of Conduct

Academic Misconduct

The Mid-Prairie Virtual Academy endeavors to model and practice the highest standards of educational integrity, and takes very seriously any attempts at cheating, plagiarism, or copying another student's work or allowing another student to copy your work. If a student is caught participating in any form of academic misconduct the following consequences will be enforced.
- The first offense will result in the student receiving a zero for the assignment in question and a note added to the records of the student involved
- The second offense will result in a zero on the assignment and a referral to the Mid-Prairie Virtual Academy Principal for possible withdrawal

Code of Discipline

One of the goals of the student handbook is to allow students to be aware of behavioral expectations and restrictions before problems occur. In reference to school board policy, the definitions and importance of school discipline is to guide student conduct in a way that permits an orderly and efficient operation of the school. All rules and regulations are linked to the maintenance of a scholarly, safe, disciplined atmosphere, which allows all students to

achieve the maximum educational benefit. A goal of the Board of Principals is to ensure the right of all students to a safe and productive educational environment in which they may learn the skills and attitudes necessary to develop and to mature as responsible adults, accountable for their own actions. Student conduct, which interferes with the maintenance of school discipline, shall be considered a breach of discipline.

Examples of a breach of discipline may include, but is not limited to:
- The use, possession, or distribution of tobacco products (including tobacco substitutes/e-cigarettes/vaporizers,beer, liquor, or other controlled substances.
- Attendance or participation in any school activity under the influence of a controlled substance.
- Disorderly conduct: including temper tantrums, fighting or rowdy behavior, disruptive behavior, use of abusive language or gestures, disruption of meetings, activities, or assemblies.

- Refusal to conform to policies, rules, regulations, directives of its officers, employees or agents of the District when acting within the scope of their employment or duties.
- Physical attacks on or threats of physical attack to other students, officers, employees, visitors, or agents of the district.
- Extortion.
- Possession or use of dangerous weapons or objects on school property.
- Display of racial bigotry or intolerance.
- Criminal or illegal behavior.
- Committing a theft or robbery or attempting to commit a theft or robbery
- Damaging, altering, or destroying any building, fixture, piece of equipment or item, which includes writing, drawing, or making marks on walls, furniture and fixtures.
- Gambling.
- Intimidation.
- The use of obscene, lewd, or profane language.
- Initiating, circulating or participating in the circulation of a report or warning of fire, epidemic, or other catastrophe knowing such report or warning to be false.
- Threatening to place or placing any incendiary or explosive device or material in any place where it may endanger persons or property.

Consequences of violating school policies, rules, or regulations:
- Suspension from extra-curricular activities or privileges.
- Students may be removed from a course
- Probation: a trial of attendance subject to specified conditions.
- Short term suspension: the student is prohibited from attending classes or any school activity for a temporary period of time, not to exceed five school days.
- Long-term suspension: the student is prohibited from attending classes or any school activity for a temporary period of time to be determined by the Mid-Prairie Virtual Academy Principal.
- Expulsion: the student is prohibited from attending classes or activity for an indefinite period of time.
- Referral to other agencies.

Harassment Policy

Harassment of students and staff will not be tolerated by the Mid-Prairie Virtual Academy. This policy is in effect while students or employees are on property within the jurisdiction of the District, including District-owned technology and chartered vehicles. Harassment may also include behavior away from school that exhibits a level of disrespect that can be considered detrimental to a sound educational environment. Harassment includes, but is not limited to, racial, religious, national origin, age disability and sexual harassment. Sexual harassment includes, but is not limited to:

- Verbal, physical, or written harassment or abuse
- Pressure for sexual activity
- Repeated remarks to a person with sexual or demeaning implications
- Sexual comments, jokes, or gestures
- Unwelcome touching
- Suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning grades, etc. Other types of harassment may include, but are not limited to:
- Verbal, physical, or written harassment or abuse
- Repeated remarks of demeaning nature
- Implied or explicit threats concerning one's grades, etc.
- Demeaning jokes, stories, comments, name calling, or activities

First Offense: Depending on the nature of the offense, the consequences can include a written warning, referral to Mid-Prairie Virtual Academy Principal for possible suspension of district technology use, suspended access to courseware
Second Offense: Referral to the administration for possible withdrawal

Internet Acceptable Use Policy

The internet supports the open exchange of information for research and educational purposes. Students must understand that using district provided technology to access the internet may be monitored by district personnel.

EQUIPMENT POLICY

All K-12 Virtual Academy students may receive a Chromebook, charger, and laptop bag to borrow. (Students may opt out of this and use their own laptop instead.) Students who do not have WiFi access at home may also borrow a WiFi Hotspot to be able to complete their classes. Students will return all borrowed equipment at the end of the year or if they withdraw from MPVA. Students whose borrowed equipment is lost, broken, or stolen must pay the replacement cost as stated in any signed student agreement. MPVA has a limited number of WiFi Hotspots for students without WiFi access at home. Students who borrow a WiFi Hotspot are expected to use it to complete their schoolwork. In the event that a student with a WiFi Hotspot goes 2 weeks or more without completing any activities, MPVA may shut off the hotspot and/or require the student to return it to MPVA. The student will then be required to work on campus or find another location with WiFi access, to complete his/her schoolwork. By accepting the use of this device the student agrees:
- Not to use these tools to bully, harass, or threaten other students or individuals
- That the technology is provided by the district and district property

- Not to publish personal information about or images of others or themselves without expressed permission.
- That the district has the right at any time to investigate, monitor, or review the contents of the device.
- That all Mid-Prairie Acceptable Use Policies apply to the device in all locations.
- Not to install non-school related apps or files.
- That the district has the right to remove any non-school-related apps or files.
- That the device and accessories shall be returned in working order by the last day of school each spring, upon graduation, withdrawal or exit from the school district , and whenever requested by school staff.
- Not to use the device to access, upload, download, store, print, post, receive, transmit, or distribute:
  - Pornographic, obscene, or sexually explicit material
  - Obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language.
  - Materials or information that includes language or images that are inappropriate in or disruptive to the educational setting or process.
  - Materials that use language or images that advocate violence or discrimmination toward other people or that may consititute harassment or discrimination

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, 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

About Our Partner

EdOptions Academy is fully accredited through Cognia 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.

Student Code of Conduct Contract

Directions: All students must read and sign this Code of Conduct policy (hereinafter referred to as the "Policy") in advance of proceeding with taking an EdOptions Academy course. EdOptions Academy leverages this Policy to maintain the academic integrity of the EdOptions Academy, its curriculum, students, and staff, and to address the consequences of noncompliance. By signing this Policy, you agree to adhere to the Policy and the other standards and requirements of EdOptions Academy and Mid-Prairie Virtual 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 student involved
-Second offense: zero on the assignment and referral to the Principal for possible withdrawal

Defiance of Authority/Insubordination

Disobedience or noncompliance toward any staff member of the EdOptions Academy or Mid-Prairie Virtual 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 email, during a phone conversation, or in person.
If defiance of authority or insubordination is found, the following consequences will result:
-First offense: referral to meeting with student success coach
-Second offense: referral to Principal for possible withdrawal

Computer Misuse

Any student who attempts to access the secure information of EdOptions Academy or Edmentum, Inc. or its affiliates in an improper manner, uses another student's or staff member's log-in information to gain access to information, intentionally attempts to obtain access to areas of 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 offense, the consequences can include a written warning, referral to a guidance counselor, suspended access to EdOptions courseware, or Principal referral for possible withdrawal.

-Second offense: referral to Principal for possible withdrawal

Deviation from the above consequences: Notwithstanding anything in the Policy to the contrary, the EdOptions Academy reserves the right to modify the consequences or actions 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 Mid-Prairie Virtual Academy. Any student found to be involved in these activities will immediately be referred to the Principal for disciplinary action including possible removal from the program.

EdOptions Academy uses this definition of cyber bullying:
Cyber bullying is the use of the Internet and related technologies 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 cybar stalking.

Internet Acceptable Use Policy

The internet supports the open exchange of information for research and educational purposes. Students must understand that using district provided technology to access the internet may be monitored by district personnel.

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 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 privacy 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 Principal.

-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 Principal.
-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 EdOptions Academy. 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, 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

By signing below, I agree to adhere to this Policy and refrain from committing any of the violations identified in the Policy. I understand that any violation of this Policy could result in the loss of credit and revocation of access to all instructional materials provided by EdOptions Academy, in addition to the other consequences identified herein.

_____   _____   _____
Student's Name   Student's Signature   Date

_____   _____   _____
Parent's Name   Parent's Signature   Date