

# LOSAL@HOME

**LOS ALAMITOS UNIFIED SCHOOL DISTRICT**

Please complete the following enrollment form to select the LOSAL@HOME Distance Learning Program for your student for the 2020-21 school year. Completed forms must be emailed to [losalathome@losal.org](mailto:losalathome@losal.org) or dropped off at Los Alamitos Unified School District Administration Offices at 10293 Bloomfield Street, Los Alamitos. This form must be completed for each student enrolling.

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Grade for 2020-2021: \_\_\_\_\_ Regular School of Attendance: \_\_\_\_\_

Home Address: \_\_\_\_\_

Parent/Guardian #1: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Email Address: : \_\_\_\_\_

Parent/Guardian #2: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Student enrollment in the LosAl@Home Distance Learning Program is for the entirety of the 2020-21 school year. A student returning to their regular school of attendance during the 2020-21 school year is based on enrollment availability. Students will be automatically re-enrolled in their regular school of attendance for the 2021-22 school year.

## **Students enrolled in LosAl@Home:**

- Must be present and on time for daily live instruction time with their online teacher(s) per individual student schedule. Student tardies and absences will be marked and legally reported.
- Must be prepared for daily learning with appropriate learning materials.
- Must be visible during video conferencing sessions and not use a virtual background.
- Must complete synchronous and asynchronous assignments, assessments, projects and units for evaluation of progress towards standards mastery.
- (Grades TK-2) Receive standards-based report grades (Numeric System of 1-4) that are part of their permanent pupil record.
- (Grades 3-12) Receive letter achievement grades (A-F) that are part of their permanent pupil record.
- Must cooperate with and respect their teacher(s) and classmates at all times.
- Must read and sign the Academic Integrity Agreement.
- Must read and sign the Behavioral Expectations Agreement.
- Benefit from an adult that can support at home learning by monitoring academic standing and social emotional wellness.
- Will require adult support to participate in distance learning.

**Parents/Guardians of LosAI@Home Students Will Need To:**

- Initiate communication with their student’s teacher and/or school administrator if they or their student is experiencing any significant problems.
- Check their email and their parent/guardian account on Schools PLP a *minimum of once a week* to maintain ongoing communication regarding curriculum, testing, and other school information.
- *Read and sign the Academic Integrity Agreement.*
- *Read and sign the Home Behavioral Expectations Agreement.*
- Pick-up all required instructional materials such as textbooks, learning supplies, and any other print-based materials or instructional resources needed to participate in LosAI@Home prior to the school year beginning (Location of Pick-Up TBD)

**Is your student currently on an Individualized Education Plan (IEP)?**    YES    NO

*(It may be necessary for the IEP team to convene to determine if current goals and services can be met in a 100% distance learning model.)*

**Does your student have a 504 Plan?**    YES    NO

*(It may be necessary for the 504 team to convene to determine if any changes need to be made to 504 accommodations in a 100% distance learning model.)*

**Technology Inventory to Support for @HOME Learning**

My student has access to:

- Computer/Laptop/Chromebook (with microphone/web camera)    YES    NO
- Broadband Internet Access    YES    NO
- Printer    YES    NO

*By signing this document, you agree that you have both read and understood the information presented above and that your student will be removed from the roster of their regular school of attendance for the 2020-21 school year.*

\_\_\_\_\_  
Parent/Guardian Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## **Academic Integrity Agreement**

All students will be expected to demonstrate honesty in preparing and presenting materials, in addition to completing assessments and projects. All assignments, projects and assessments should reflect individual academic efforts.

### ***What is academic integrity?***

Academic integrity means that all work a student submits is created by the student and is an original representation of their work.

1. The ideas and the writing of others are properly cited;
2. Students submit their own work for tests and assignments *without* unauthorized assistance;
3. Students do not provide unauthorized assistance to others; and
4. Students report their research or accomplishments accurately.

### **A breach of academic integrity includes, but is not limited to:**

#### Copy/Sharing Assignments

- Copying or giving an assignment to a student to be copied, unless specifically permitted or required by the teacher

#### Plagiarism

- Plagiarism\* or submission of any work that is not the student's own
- Submission or use of falsified data or records

#### Cheating or intention to cheat on exams or major projects

- Use of unauthorized material including textbooks, notes, calculators, or computer programs prior to, during, or after an examination or major project.
- Supplying or communicating in any way, unauthorized material including textbooks, notes, calculators, or computer programs prior to, during, or after an examination or major project

#### Forgery/Stealing

- Unauthorized access to an exam or answers to an assessment
- Use of an alternate, stand-in, or proxy during an assessment
- Alteration of computer and/or grade book records or forgery of signatures for the purpose of academic advantage
- Sabotaging or destroying the work of others

School based consequences may be administered if a student fails to maintain academic integrity in coursework, according to the progressive discipline codes established by the Los Alamitos Unified School District.

*Signing this document indicates your understanding of and acceptance of the Los Al @ Home Academic Integrity Agreement.*

\_\_\_\_\_  
Parent/Guardian Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Name (Print)

\_\_\_\_\_  
Signature\*

\_\_\_\_\_  
Date

(\*Required for 4th-12th grade students.)

# **LOSAL@HOME**

## **LOS ALAMITOS UNIFIED SCHOOL DISTRICT**

### **Behavioral Guidelines Agreement**

It is vital for students in distance learning classrooms to demonstrate the same level of respect, care, and personal responsibility towards their classmates and teachers as they would in a traditional classroom. The guidelines support a positive and productive online classroom experience:

*To promote academic success, students:*

- Need to show up to class on-time.
- Need to be self-starters and strive to work independently.
- Need to be willing to put in the needed time and actively participate in all online activities.
- Need to check communication frequently, get all assignments in on time, and discuss any concerns and questions with their teacher.

*To promote a safe and productive online classroom environment, students:*

- Must show care and respect to their peers and teachers.
- Are expected to follow all behavioral expectations outlined by individual teachers.
- Students must follow the dress code established by their regular school of attendance.
- Unless otherwise directed by a teacher, students must appear on camera at all times during virtual class sessions.
- Unless otherwise directed by a teacher, students should not be utilizing an additional electronic device during class time.
- Must use their legal name or school name of record to represent themselves digitally when participating in class.
- Shall not share or otherwise transmit offensive or inappropriate materials to teachers or peers.
- Must ensure avatar photos are school appropriate.

**In addition to the above LosAl@Home Behavioral Guidelines, students are expected to abide by their regular school of attendance code of conduct, and any disciplinary action that occurs while enrolled at Los Al @ Home will remain on their Los Alamitos Unified School District permanent pupil record.**

*Signing this document indicates your understanding of and acceptance of the Los Al @ Home Behavioral Guidelines Agreement.*

\_\_\_\_\_  
Parent/Guardian Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Name (Print)

\_\_\_\_\_  
Signature\*

\_\_\_\_\_  
Date\*

(\*Required for 4th-12th grade students.)