



# **BULLDOG ONLINE ACADEMY** **ACADEMIC GUIDELINES**



## **Full Time Bulldog Online Academy (BOA) Students—General Rules**

May take any course online. Students are limited to a maximum of seven (7) credits per year. Grades will be earned. All students, BOA or full time Stow-Munroe Falls High School, must take a minimum of 12 credits in the brick and mortar school in order to be considered for any academic honors, rankings, awards, or scholarships.

### **Student Failure to Participate**

Students removed from the BOA program for failure to participate will be expected to return any Stow-Munroe Falls City Schools equipment in their possession. Additionally, the student will return to the brick and mortar school and begin instruction immediately. Failure to comply will result in truancy charges being filed.

**FAILURE TO PARTICIPATE IN ANY STATE (EOC) OR STOW-MUNROE FALLS CITY SCHOOLS REQUIRED TESTS CAN RESULT IN IMMEDIATE REMOVAL FROM THE BULLDOG ONLINE ACADEMY.**

### **Pacing Chart**

The exact amount of time required to complete each weeks' worth of work will vary depending on a number of factors (unit requirements, student's readiness and determination). The following is an average that students can use to help make sure that they are keeping up with their work. Remember that it is the responsibility of each student, and their parent(s)/guardian(s), to stay on track. Please keep in contact with the Bulldog Online Academy staff to keep them informed of your progress and to let them know if there are any additional needs. **For a typical week, a student needs to plan on completing approximately 5-7 assignments per week to keep on track with assignments.** If working at home full-time, each student needs to plan on the following amount of time to complete his/her assignments:

- Approximately **15 hours per week**
- Approximately **135 hours each 9 weeks**
- Approximately **270 hours per semester**
- Approximately **540 hours per academic year**

### **(Per Ohio Department of Education requirements)**

The academic calendar indicates the beginning and ending of school for both teachers and students, utilizing the schedule students attending the brick and mortar school is August 18, 2020 and May 31, 2021. A student working at home full-time, will begin and end school on the same dates as the brick and mortar school student, but will have access to classes 24 hours a day, 7 days a week, with concentration on the weekly hours needed to complete assignments, which in turn will accumulate to the approximate hours needed for each 9 week period, then semester hours, and then to the completion of approximately 540 hours for the academic year. **A student attending the Bulldog Online Academy will have his/her schedule assigned by the guidance counselors at the school.**

### **Absence, Attendance and Participation**

Regular attendance is essential to good school work. It is the parents' responsibility, under the law, to see that children are regular in attendance, including the students enrolled in e-learning whether at school or at home. If a student is absent for seven (7) consecutive calendar days, a letter of truancy will be sent to the home regarding the student's attendance, per H.B. 410. If a student knows he/she will be absent for a Planned Absence, they **MUST COMPLETE** the form (located at [http://smfschools.org/application/files/6214/3879/9860/PLANNED\\_ABSENCE\\_GUIDELINES.pdf](http://smfschools.org/application/files/6214/3879/9860/PLANNED_ABSENCE_GUIDELINES.pdf)) and submit to the BOA Director *BEFORE* the absence, per Section 3321.04 of the ORC.

### **Attendance in e-learning is defined as:**

A weekly, meaningful contact with each assigned class. A week is defined as Monday through Friday (regularly scheduled school hours) for those in the brick and mortar school, and Monday through Saturday at midnight for those working as a student in the home. Meaningful contact is defined as:

- a) Completing ALL e-tests (lesson e-tests, unit Post Tests [88% of grade]).
- b) Completing any activities (videos, reading, etc) leading up to any e-tests.
- c) Completing any course's End of Semester Test [12% of grade].
- d) Informing the Bulldog Online Director of any questions or concerns.

Students must comply with the aforementioned attendance/punctuality requirements. In addition, a student who is working via the computer at home may work longer hours on one day and fewer the next. It is also permissible to log hours on the weekends or during scheduled holidays, keeping in mind that teachers/support staff are not required to respond to students on weekends or holidays. If a student is utilizing a program at one of the Stow-Munroe Falls City schools, he/she will abide by the hours of the school, which normally will consist of a 5 day week, whenever the school is open. If a student does not comply with the attendance requirements, the policies detailed below will apply. Excessive absences and/or non-participation means being absent without an excuse. *Excessive absences or non-participation may also have an effect on grades and grade promotion.*

The policy established for students who are in violation of the school's attendance is as follows:

1. If the student does not make any "meaningful contact" (as outlined above) within a period of seven (7) days, the BOA Director will send a letter to the student/parent/guardian informing them that the student is behind and to see if there is a problem.
2. If the student does not submit the expected number of assignment(s) within a period of seven (7) days of the phone call, the student, parent(s), Guidance Counselor and Dean of Students will receive a letter notifying them of the student's unacceptable pace for submitting assignments.
3. If the student does not respond to the letter by submitting assignments within seven (7) days, the BOA Director will send a registered letter informing the student that he/she needs to complete assignments or he/she will be dropped from the program. At this time, the Director may also require a face to face meeting with the student and parent/guardian.
4. If the student does not respond by submitting assignments within seven (7) days of the initial letter and meeting, BOA will assume the student does not intend to remain in the course(s) and the student will be administratively dropped from the course and/or BOA program.
5. The BOA Director will complete a Withdrawal Letter, which will indicate that the student has been contacted for lack of participation. The parents, school, and district office will each receive a Final Grade Report notifying them that the student has been administratively dropped from the course and/or BOA program.
6. Excessive absences may result in the student's removal from the BOA and placed back into the Stow-Munroe Falls High School building, returned to the student's "home" district, and/or required to attend the BOA OPTIONS Afterschool Program.
7. All decisions by the BOA Director, Director of Teaching & Learning, Guidance Counselor and Principal will be final.

*House Bill (H.B.) 204 created procedures in the Ohio Revised Code allowing schools to appoint hearing officers to revoke and/or deny driving privileges to truant students. This law applies to all persons under age 18 who drop out of school, who are habitually absent from school without legitimate excuse, or who have been expelled or suspended from school for using or possessing alcohol, drugs, or both.*

### **Graduation Requirements**

Bulldog Online Academy students will be required to meet the Stow-Munroe Falls City Schools policy for graduation from Stow-Munroe Falls High School (21 credits and all required courses). Also, the student must accumulate 18 "graduation points" on the state-mandated End of Course (EOC) Exams.

### **Contact Information**

If there is a problem with any of the scheduling or use of the program(s), do not hesitate to contact the numbers listed in this document.

**Contact: Jim Gotshall, Director Bulldog Online Academy**

**Office Phone: 330-689-5443**

**Email Address: [st\\_jgotshall@smfcsd.org](mailto:st_jgotshall@smfcsd.org)**