Falcon Online Learning Academy

CONNELLSVILLE AREA SCHOOL DISTRICT
732 ROCKRIDGE ROAD
CONNELLSVILLE, PA 15425
www.casdfalcons.org

STUDENT HANDBOOK
Grades K-4

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WELCOME!

Welcome to the Falcon Online Learning Academy (FOLA). We are glad you are here.

You have elected for your child(ren) to receive their educational instruction online in an asynchronous format. The platform that is used for our K-4 students is the ACCELERATED EDUCATION. Your child(ren) will use this platform to complete grade level lessons in the core subjects.

Each semester, your child9ren) will receive a skills packet for each subject to complete along with their online lessons in ACCELERATE EDUCATION. This workbook must be completed by hand and can be turned in for bonus points if turned in on time by the end of each 9-weeks period. The workbooks are not required to pass, but it is a way for your child to get extra practice and additional points for final grades.

You will not be required to print anything within ACCELERATE EDUCATION. Everything that needs to be printed can be found in the packet. Please make sure that each packet is put in a safe place so they do not get lost or destroyed.

It is very important that your child log in and complete at least 5 assignments each day. Developing a routine schedule may be helpful so your child knows what to expect each week and is able to complete all work in a timely manner. If your child is ill or will be offline for a vacation, please communicate that to the instructor so your child's absence online does not result in an illegal absence from school. If your child accumulates 10 or more unexcused days, he/she may be dismissed from the FOLA program and required to return to the classroom.

It is also very important that you stay in communication with your child's instructor during the year. It is imperative that you check your email each day and return messages to your child's instructor within 24 hours. Failure to stay in communication with your child's instructor may result in your child being dismissed from FOLA.

If you or your child have any issues with the Chromebook or the ACCELERATE EDUCATION program, please reach out to your child's FOLA instructor for assistance.

Your child's FOLA instructor this year is **Miss Madison Powell**. Her FOLA K-4 office is at Springfield CNP Elementary in Normalville, PA. Her email is **mpowell@casdfalcons.org** and her phone number is **724 455 3191 Ext. 7324.**   Please feel free to contact your child(ren)'s FOLA instructor at anytime with questions and concerns.

ABOUT FOLA

The Falcon Online Learning Academy (FOLA) is Connellsville Area School District's cyber program. The FOLA program is a new way of looking at how we offer learning to our students. The purpose of the FOLA program is to offer students the education they need to prepare for life in the 21st century via online platforms. Connellsville Area School District is proud to meet the needs and wants of students and their parents in the same quality academic environment with which stakeholders have become accustomed.

The FOLA Cyber Program is a 100% online asynchronous program where children are able to choose the path, pace, and place of their learning. All FOLA students are supported by the Connellsville Area School District educators through digital communications via Google Meets, emails, and phone calls.

The FOLA Cyber Program was founded on Connellsville Area School District's beliefs that:
- Highly effective teaching and learning can happen anywhere and anytime.
- Children deserve an education designed around their individual needs, interests and abilities.
- Children should have an opportunity to take courses for advancement or remediation beyond a traditional agrarian calendar.
- Children should be able to advance through their own learning at their own pace.
- The children in our community remain part of our community and taught by our community educators.

OUR ENROLLMENT PROCESS

01 Parents fill out the GOOGLE doc form indicating interest in the FOLA program. The form can be found at **https://www.casdfalcons.org/apps/pages/FOLA** then click REQUEST MORE INFORMATION hyperlink. You can also call your child's school for more information.

02 Parents an students meet with K-4 Fola Coordinator to become oriented with ACCELERATED EDUCATION, which is the learning platform utilized by FOLA.

03 Your child will be registered in the FOLA program and receive a username and password for ACCELERATED EDUCATION as well as FOLA skills workbook. Until your child is familiar with the ACCELERATE EDUCATION program, you may have to initially assist your child with logging in and completing work until he/she can become independent..

04 Your child will work independently, at their own pace, on online and offline lessons in ACCELERATE EDUCATION (K-4). Student work will need to be turned in via ACCERLERATE EDUCATION by midnight on Friday of each week unless otherwise designated. Your child will also to be expected to complete workbook sections by the end of each 9-week period.

EXPECTATIONS OF GUARDIANS

In order for a child to be successful in K-4 FOLA Program, the parent/guardian is expected to:

- create and manage a daily school schedule and help student set daily goals and monitor course progress.

- supervise instructional hours, ensure student's completion of assigned work, and track academic pacing.

- ensure student logs in to ACCELERATE EDUCATION each week day.

- check email on a daily basis.

- maintain contact with teachers and coordinator by responding to any e-mails or phone calls within 24 hours.

- ensure that student attends weekly grade level GOOGLE Meet

- read the K-4 handbook and adhere to contents.

- seek additional support and assistance as necessary.

EXPECTATIONS OF STUDENTS

In order for a child to be successful in K-4 FOLA Program, the student is expected to:

- log into ACCELERATE EDUCATION each school day.
- check gmail everyday.
- complete all assigned coursework by scheduled due dates and maintain weekly academic pacing.
- complete a minimum of 5 assignments per day.
- attend weekly Grade Level Meetings.
- behave respectfully and appropriately on all Google Meets
- complete all work with integrity.
- reach out to the instructor if in need of help.
- use the Internet appropriately and responsibly.
- take proper care of Chromebook.
- adhere to the policies within the FOLA K-4 Handbook
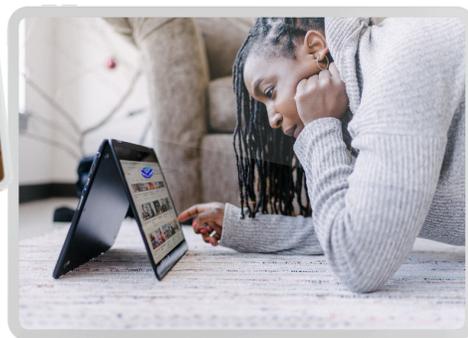
FOLA FAQS

01
DO I need to pay additional fees for my child to join FOLA?
No. As a public school, CASD students can attend cyber classes completely free of charge during the school year.

02
How does my child log on to ACCELERATED EDUCATION ?
Your child will visit https://accelerate-connellsville.vschool.com and enter his/her username and password.

03
Does my child have to join the FOLA Grade Level Google Meets?
Each week there are two Google Meets scheduled for each grade level. Your child is encouraged to attend both.

04
Does my child have to complete any handwrittten work?
Each 9-week period your child will complete workbook pages to complete along with their ACCELERATE LEARNING online lessons. The packet may be turned in at the end of the 9 weeks for extra credit points.

05
Where do I pick up/drop off my child's workbook?
Your child will have their workbooks mailed to them. During the 9weeks, you will be emailed as to when workbooks can be turned in for points.

06
Does my child have to log on to ACCELERATE LEARNING everyday?
Your child is encouraged to log on each day. Attendance will be based on adequate lesson completion and a reasonable amount of log-ins to the ACCELERATED LEARNING program.

07
How does the district complete attendance for my child?
Your child's FOLA instructor will take your child's attendance based on your child's log-ins and completed assignments.

08
What do I do if my child is struggling with the lessons or manipulating ACCELERATE LEARNING?
If your child is struggling, please reach out to the K-4 FOLA instructor, Madison Powell at mpowelll@casdfalcons.org Tutoring sessions can be scheduled by appointment.

09
Who do I contact if my child's Chromebook is in need of repair?
If you have issues with your Chromebook, please visit www.casdfalcons.org/apps/pages/helpdesk for assistance.

10
Is all of the work online via ACCELERATED LEARNING?
No, there are paper and pencil workbook assignments as well as online assignments throughout the classes.

LOGGING ON TO
ACCELERATE EDUCATION

01   Go To: https://accelerateconnellsville.vschool.com

02   **Enter your username and password.**

03   **Click course picture box.**

04   **Choose Activity to complete.**

05   **Continute Progress with Lesson**
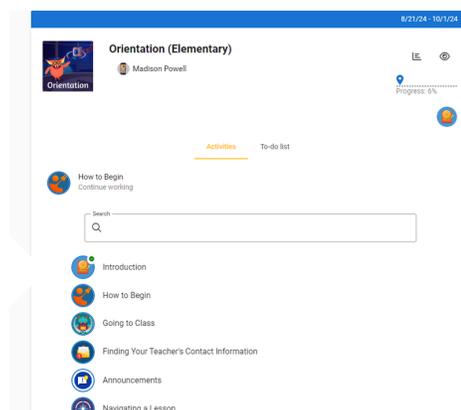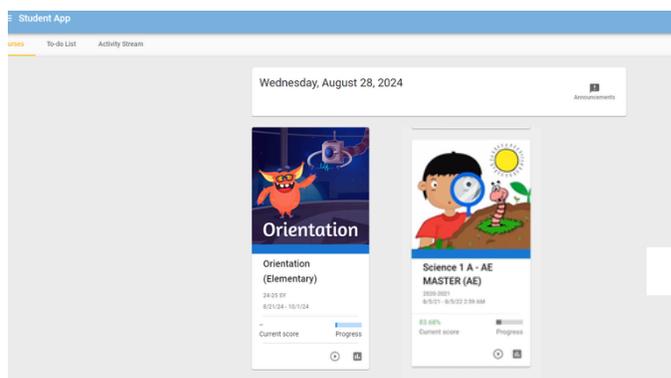
TAKING ATTENDANCE

Falcon Online
Learning Academy

Regular attendance is necessary to ensure your child's best performance and is also required by Pennsylvania state law. Thus, each student's attendance record at school is very important. Students in FOLA should expect to spend approximately 10 hours a week online.

Your child's FOLA instructor will take your child's attendance based on logins and work completion.

The ACCERATE EDUCATION system keeps track of how many times your child logs-in and the amount of time that your child spends on lessons. If your child is not making sufficient progress due to failure to log-in and/or complete tasks, he/she may be considered truant. Connellsville Area School District attendance policies apply to FOLA students.

It is extremely important that you communicate any vacations, sicknesses, bereavements, etc. with your child's instructor. Good communication will ensure that your child's attendance remains in good standing.

If you feel there are any errors with your child's attendance, please contact your child's instructor with your concerns.

MONITORING PROGRESS

Science 1 A - AE
MASTER (AE)

2020-2021
8/5/21 - 8/5/22 2:59 AM

83.68%
Current score

Progress

As students complete each assignment, the ACCERATE EDUCATION program will provide the student with a point grade and a percentage grade. Compass will also send parents a daily progress record via email. Keeping track of your student's progress in each subject is very important. Parents are required to provide and email address upon registration.

To view grades, click the grades icon in the bottom right corner of course box. All the grades for that course will load for your review.

In addition to online assignments, students will be responsible for off-line material which is in the form of a workbook. The workbook will be collected at the end of each nine week period. Teachers may request to view the off-line packet material periodically throughout the nine week period.

Parents are required to provide and email address upon registration. Compass will send parents a daily progress record.

For your convenience the Connellsville Area School District Grading Scale is shown to the left. If you have any questions regarding grading or the grading scale. Please reach out to your child's FOLA instructor.

A 90-100	• I understand! • Neat and complete! • Excellent effort!	
B 80-89	• I mostly understand • Mostly neat and complete • Good effort	
C 70-79	• I understand some • Not all complete or neat • May not be my best effort • I need to ask more questions	
D 60-69	• I understand very little • May not be complete or neat • I need more instruction	
E 0-59	• I do not understand • I need to ask for help • May not be complete or neat	

THE GOOGLE SUITE

If your child visits www.gmail.com, their CASD email will open. He/She will see a screen similar to picture 1 below. Once your child is in their email, they will see a square made of 9 dots. If you child clicks the square, the GOOGLE suite will open allowing them access to their GOOGLE calendar, GOOGLE docs, GOOGLE Meets, etc. as shown below in picture 2.
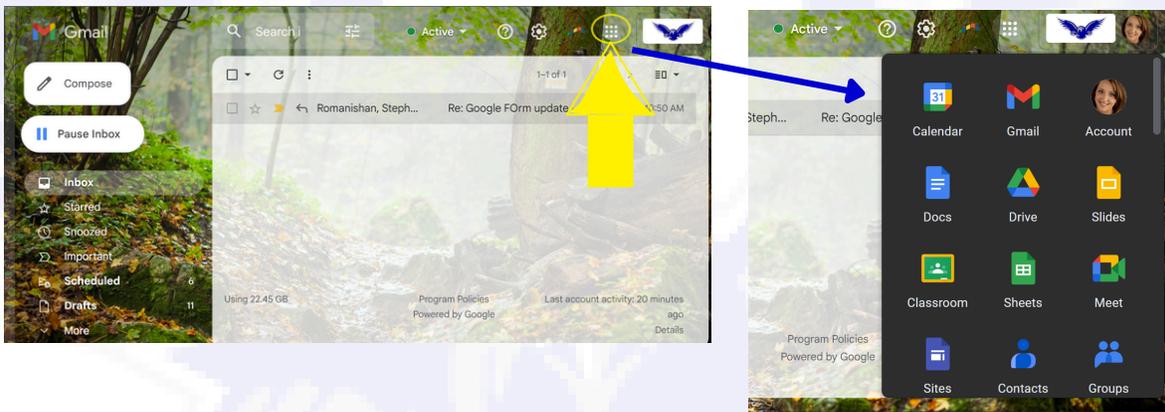
Of all the GOOGLE suite components, your child will use the GMAIL and CALENDAR components the most often. To check your child's GOOGLE calendar (which will reveal all of your child's daily grade level meetings and other GOOGLE meets), click the Calendar Icon as shown in picture 2 above. This will open up your child's calendar so he/she can see what is scheduled for the day. It is important to check this schedule each day.

Along with checking the GOOGLE calendar each day, your child is required to also check his/her gmail for emails from the instructor or Coordinator. When your child logs in to his/her Chromebook, they are also logged into their email. They simply need to visit www.gmail.com to see all updates and mail.

TEACHER COMMUNICATION

DISTRICT EMAIL *preferred*

Each student has a district email address. Students and parents may contact the FOLA instructor via this email, if needed. This is the preferred method to make contact. ***THIS IS THE PREFERRED METHOD OF CONTACT.***

PHONE

You can call and leave a message with your child's coordinator/instructor anytime. For FOLA K-4, your contact person is Madison Powell. She can be reached at 724-455-3191 Ext. 7324

POWERSCHOOL

POWERSCHOOL is our student information management system. You can check your child's attendance, progress, and report cards via this platform. To log in, visit www.casdfalcons.org then click PARENTS then click POWERSCHOOL then click PARENT PORTAL. You will then be prompted to log-in. If you have never received your username and password to POWERSCHOOL contact your building secretary and they will be given to you.

IMPORTANT COMPONENTS OF ACCELERATE LEARNING

To view detailed progress in a course, from the home page, click on a course card or select the course from the Main Menu and click Grades and select a course to view. Here, you find:

- **The Grades view** displays detailed progress information. If the course uses periods and/or categories, you can choose to view the information organized by Periods and Categories or Syllabus Order. From this view, you can also print student grades. The detailed progress information includes:
  - The course's teacher(s) (if set up to show it).
  - How many days left in the course (and an alert when it's almost over if set up for it).
  - A student's overall percentage.
  - A student's percentage of completed gradable activities, overall activities, and quizzes.
  - The due date, submission date, status, and a student's score on every graded activity.
  - Clicking on a grade in the grade book will allow you to see what the student got wrong and teacher feedback.

- **The Dashboard view** shows the student info card.

- **The For Me view**, which displays any activities the student has created or chosen for themselves as well as activities the teacher has created specifically for them.

- The **What If** view helps you calculate possible grade outcomes (not available in Multi-Outcome Scoring courses).

- **The Activity view** displays each activity the student had worked in, when they started working on it, and how long they've spent in it.

- **The Objective Mastery** view shows each learning objective, each aligned activity, and how well the student seems to be mastering those objectives.
  - Note: This tab does not appear if the course author has not defined objectives for the course. Contact the course's teacher if you should have access to this tab, but it doesn't appear.

- **The Badges view**, displays any awards a student has earned.

CHROMEBOOK CARE GUIDELINES

• Chromebooks must have a Connellsville Area School District barcode label on them at all times; this tag must not be removed or altered in any way. Chromebooks must remain free of any writing, drawing, or stickers.

• Clean the Chromebook with a soft, dry microfiber cloth or antistatic cloth. If a more thorough screen cleaning is required, lightly dampen a clean microfiber cloth with water. Do not use any type of cleaning solvent on your Chromebook.

• Screens are particularly sensitive to damage from excessive pressure on the screen. Do not lean on or place heavy objects on the top of the device when it is closed. Do not poke the screen with anything that will mark or scratch its surface or place anything on the keyboard before closing the lid (e.g. pensor pencils).

• Food or drink should never be placed near the Chromebook.

• Cords, cables, and removable storage devices must be inserted and removed carefully.

• Transport Chromebooks with care. Lids should remain closed and tightly secured when moving. Never move a Chromebook by lifting from the screen. Always support a Chromebook from its bottom with the lid closed. Never transport the Chromebook with the power cord plugged in.

• Cases will not be provided by the District but may be purchased from many retailers. It is suggested that students get a case to transport their Chromebooks back and forth to the school.

• To prevent overheating, Chromebooks should never be left in a car. Vents must not be blocked in anyway.

• Under no circumstances should Chromebooks be left in an unsupervised area including restaurants, public libraries, playgrounds, neighbors houses, restrooms, hallways, or outside. If your chromebook is lost, please contact the CASD technology department immediately.

DISTRICT ATTENDANCE POLICY

Regular school attendance is essential to the successful completion of the educational objectives of the school. The school laws of Pennsylvania require all school age children to be in attendance on all days that the school is open. The school attendance laws also require the school to hold students and their parents accountable for valid documentation of reasons for absence. Any student who is absent from school must submit an excuse for the absence(s) within three days of the date of the absence(s). Excuses should include the date, the student's full name, and the date of absence, and the reason for the absence. Excuses are to be submitted to your child's FOLA instructor.

Excused/Lawful Absence

For the purpose of this policy, the following conditions constitute reasonable cause for absence from school: 1. Illness, including if a student is dismissed by designated district staff during school hours for health related reasons. 2. Obtaining professional health care or therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory. 3. Quarantine. 4. Death in family. 5. School authorized activities. 6. Student educational trips. 7. Requests which have been prearranged by the principal and/or Superintendent. 8. School district transportation difficulties. 9. Educational tours and trips, with prior approval.

The Board shall, upon written request of the parents/guardians, release from attendance a student participating in a religious instruction program acknowledged by the Board. Such instruction shall not require the child's absence from school for more than thirty-six (36) hours per school year, and its organizers must inform the Board of the child's attendance record. The Board shall not provide transportation to religious instruction. A penalty shall not be attached to an absence for religious instruction. The Board shall permit a student to be excused for participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group upon written request prior to the event. The Board will recognize other justifiable absences for part of the school day. These shall include: 1. Medical or dental appointments, 2. Court appearances, 3. Family emergencies, 4. Other urgent reasons. In every case the student must provide an excuse in written, fax, email or other electronic means. This excuse should indicate the date or dates of absence, the reason, and a parent's/guardian's signature. Excuses should be submitted in advance when an absence is anticipated.

Connellsville Area School District

DISTRICT ATTENDANCE POLICY

Cyber School Attendance

Cyber School Attendance cyber students will log in to the Student Management System (FOLA) for 5 out of the 7 days (Monday - Sunday of the week). If a student does not log in 5 out of 7 days a note must be submitted to the school stating the name, date, and reason for the absence. Students are expected to meet individual course attendance requirements. *FOLA students who are habitually absent and/or fail to complete course work may be required by the district to return to brick and mortar school.*

Vacation/Educational Trips

Educational trips involving more than three (3) or more days must be pre-approved by the office through the Educational Opportunity Request to Participate form in order for the absence to be marked excused. You can find the form here:
https://4.files.edl.io/392f/08/12/19/205728-36dd1edb-fa96-4d6c-8b66-6de797a938d3.pdf
Students are permitted five (5) education trip days total for each school year. It is the responsibility of the students or parents to inform the classroom teacher(s) and to get any work or makeup work for the days absent. Students have three (3) school days to make up assignments and ten (10) days to make up tests/quizzes. If you need more time, please work with the classroom teacher to make arrangements.

Enforcement of Compulsory Attendance Requirements Student is Truant

When a student has been absent for three (3) days during the current school year without a lawful excuse, district staff shall provide notice to the person in parental relation who resides in the same household as the student within ten (10) school days of the student's third unexcused absence. The notice shall: 1. Be in the mode and language of communication preferred by person in parental relation; 2. Include a description of the consequences if the student becomes habitually truant; and 3. When transmitted to a person who is not the biological or adoptive parent, also be provided to the child's biological or adoptive parent, if the parent's mailing address is on file with the school and the parent is not precluded from receiving the information by court order. The notice may include the offer of a School Attendance Improvement Conference. If the student incurs additional unexcused absences after issuance of the notice and a School Attendance Improvement Conference was not previously held, district staff shall offer a School Attendance Improvement Conference.

Connellsville Area School District

DISTRICT ATTENDANCE POLICY

School Attendance Improvement Conference

After 6 illegal absences, a School attendance Improvement Conference will be scheduled with the parent/guardian. District staff shall notify the person in parental relation in writing and by telephone of the date and time of the School Attendance Improvement Conference.The purpose of the School Attendance Improvement Conference is to examine student's absences and reasons of the absences in an effort to improve attendance with or without additional services.[9] The following individuals shall be invited to the School Attendance Improvement Conference: 1. The student. 2. The students' person in parental relation. 3. Other individuals identified by the person in parental relation who may be a resource. 4. Appropriate school personnel. 5. Recommended service providers. Neither the student nor the person in parental relation shall be required to participate, and the School Attendance Improvement Conference shall occur even if the person in parental relation declines to participate or fails to attend the scheduled conference.

Discipline Actions for Attendance Infractions

To keep your child's attendance in good standing please make sure your child logs into COMPASS regularly and completes all necessary work each week. If your child fails to log in and is marked absent frequently, <u>discussion on your child returning to the brick and mortar classroom may ensue</u>. Please see the chart below for information on Connellsville Area School District's disciplinary action for attendance infractions.

DISCIPLINARY ACTION FOR ATTENDANCE INFRACTIONS

Unexcused Absences	Truancy Level	Disciplinary Action (under 15 years old)	Disciplinary Action (15 years of age and older)
3	Truant	Parent and student written notification.	Parent and student written notification.
6	Habitually Truant	Student referred to Attendance Improvement Conference.	Student referred to Attendance Improvement Conference.
7 or more	Habitually Truant	Referral to CYS and/or citation filed with the office of the appropriate Magisterial District Judge against the student and/or the person in parental relation who resides in the same household as the student.	Citation filed with the office of the appropriate Magisterial District Judge against the student and/or the person in parental relation who resides in the same household as the student.
Additional citations for on-going violations of school attendance will be filed against a student or person in parental relation who resides in the same household as the student in accordance with the specific provisions of the law.			

Connellsville Area School District

DISTRICT INTERNET POLICY

All enrolled students have an account on the network system for file storage and software access. Students and parents/guardians must agree to the district's acceptable use policy in order for the student to use the Chromebook and their account. All passwords are to be kept confidential and protected against unauthorized use.

Students' files are not considered to be personal property and may be accessed at any time by teachers, administrators, or the system managers. You are responsible for what appears in your accounts and on media in your possession.

The following are some examples of inappropriate behavior: tampering with files or passwords, assessing another student's files, probing or circumventing security systems, downloading and/or playing unauthorized games, downloading and/or viewing inappropriate material, accessing unauthorized directories, and removing equipment or software. Likewise, chat sites, blogs, social network sites, and email are not to be used to post personal, harassing, threating, unwelcome or inappropriate messages. Violations of the acceptable use policies may result in the loss of computer use privileges and other school disciplinary action. Those in violation may also be prosecuted under applicable local, state or federal civil or criminal law.

You can find a copy of Connellsville Area School District's Acceptable Use Policy can be found in the CASD Elementary Handbook. You can find handbook information in the HELPFUL RESOURCES portion of this packet.

If you have any concerns or questions about the Acceptible Use Policy, please contact your FOLA instructor for more information.

Connellsville Area School District

DISTRICT BULLYING POLICY

Bullying (Policy 249) [Adopted 10/22/2008, Revised October 27, 2021]

Purpose

The Board is committed to providing a safe, positive learning environment for district students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by district students.

Definitions

Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting and/or outside a school setting, that is severe, persistent or pervasive and has the effect of doing any of the following:[1] 1. Substantial interfering with a student's education. 2. Creating a threatening environment. 3. Substantially disrupting the orderly operation of the school. Bullying, as defined in this policy, *includes cyberbullying*.

School setting means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.[1]

Authority

The Board prohibits all forms of bullying by district students.

[1] The Board encourages students who believe they or others have been bullied to promptly report such incidents to the building principal or designee. Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy. The Board directs that verbal and written complaints of bullying shall be investigated promptly, and appropriate corrective or preventative action shall be taken when allegations are substantiated. The Board directs that any complaint of bullying brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be bullying under this policy but merits review and possible action under other Board policies. When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.[2][3]

Connellsville Area School District

FOLA PROGRAM CONTACTS

FOLA K-4 PROGRAM CONTACTS

Falcon Online Learning Academy

FOLA K-4 Instructor
Madison Powell
724-455-3191
lmpowell@casdfalcons.org

FOLA K-4 Principal
Lori Rosensteel
724-455-3191
lrosensteel@casdfalcons.org

FOLA 5-12 Coordinator
Beth Shreve
724-628-1350
bshreve@casdfalcons.org

Guidance Counselors

Bullskin
Melissa Loy
724-628-6540
mloy@casdfalcons.org

Dunbar Township
Trudie Harvey
724-628-6330
tharvey@casdfalcons.org

Springfield CNP
Kristen Hunt
724-455-3191
khunt@casdfalcons.org

West Crawford
Torrie Sparks
724-628-4497
tsparks@casdfalcons.org

FOLA K-4 PROGRAM LINKS

Chromebook Repair
www.casdfalcons.org/apps/pages/helpdesk

ACCELERATE LEARNING LOGIN:
https://accelerate-connellsville.vschool.com

HELPFUL RESOURCES

CASD Webpage

Connellsville Area School District's Webpage is a great place to visit when you have questions on district policy, need contact information for schools/staff, etc. You will find it at www.casdfalcons.org

Elementary Student Handbook

Students and parents should additionally be familiar with the contents of the student hand book for their assigned school. You can find it online using the QR code to the left.

POWERSCHOOL

POWERSCHOOL is where your child's report card will be posted. You can access POWERSCHOOL by visiting the district webpage: www.casdfalcons.org and selecting PARENTS then POWERSCHOOL then Choose PARENT PORTAL. You will then be prompted to log in. If you have not received a log-in for POWERSCHOOL, please contact your home school's building secretary.

NEW STUDENT K-4 ORIENTATION VIDEO

You will find this helpful orientation video at www.casdfalcons.org . Click SCHOOLS, then click FOLA then click K-4 Orientation Video. You can also find it online by using the QR code to the left.

Mental Health Resources

You are always welcome to reach out to your child's guidance counselor for concerns with your child's mental health. You can also find resources by visiting www.casdfalcons.org then click PARENTS then click MENTAL HEALTH RESOURCES.

TIPS FOR A SUCCESSFUL YEAR

Tally Up Your Inventory

Before you begin working on things at home, find out everything you can about the resources, supplies, and support available to you from the school district and from your children's teachers. Get the details on exactly what's expected of your kids during this time, from assignments and tests to other forms of participation. Take stock on your own before you get ready to share what you've learned with the kids.

Take Time for a Family Meeting

Bring everyone together to discuss the beginning of a new school year. Remind your child(ren) that school happens at home and he/she is expected to complete schoolwork and lessons online.
Since school is a structured environment, provide structure for your kids at home. Use the meeting to discuss this structure, making sure everyone understands and gets to be heard. Be clear with expectations.

Set Up A Regular Routine

To help everyone deal with the process of adjusting to online learning, it can be comforting and productive to keep regular hours for school, shared meals, and other activities.

- Let kids help in the planning.
- Talk in detail about how things will work, to see if people have questions or suggestions..
- Each day, let kids decide on their own the order in which they want to do their assignments.

Plan the Week Ahead of TIme

Plan out the cadence of your days, and take advantage of scheduling tools to help you get organized. Decide early in the week on which days and times your child(ren) will work on COMPASS. Planning out each week in advance can help minimize stress and procrastination. Be sure to include play time, alone time, and outside time.

Create a Designated Learning Space

Every child (just like every adult) learns differently, each in their own way. Some kids perform well in one environment, while other kids excel in a completely different environment. Think carefully about this concept as you create a workspace for each student in your home.

- Help kids to create their own space for working, whether that's in their favorite living room chair, on their bed in the privacy of their room, or sitting at the kitchen table.
- You may even set up several workstations and encourage students to use different spots for different subjects.All you'll really need is a flat surface! Earplugs or noise-canceling headphones can also really help keep out distractions

Meet at the End Each Day

PA daily wrap-up one-on-one meeting with each child helps ensure success and gives both kids and caregivers a sense of accomplishment. Take ten minutes at the end of the school day to go over their work, discuss any questions they have, and check to make sure he/she has completed all work, and offer positive feedback.

Incentivize

It's totally okay to incentivize students. Motivation can take the form of positive feedback and praise, and of course an infinite array of rewards and prizes. Depending on what works best for your kids, you can make lists of things to do, and let them have the satisfying job of checking things off as they're completed! When certain items or numbers of items are completed, have fun rewarding your hard-working students with anything from a pizza party to a movie marathon.

Stay Positive

It's never a bad idea to look on the bright side. There will be times your child(ren) may get frustrated. It is important to keep things positive and offer solutions to help your child minimize frustrations and embrace ways to solve the issue. Try to keep lessons pleasant. Focus on positive reinforcement. If you stay flexible while following your own rules, you'll set a tone of structured fun. When things get tough, take a deep breath, look at each other and say: "We've got this." Positivity is contagious, so you'll find that everyone's attitude improves.

YOUR CHILD'S INFO

Please keep this information for your records so you can revert back to as needed.

Student's Full Name _____

Student's Grade Level

☐ Kindergarten ☐ First ☐ Second ☐ Third ☐ Fourth

Student's Home Elementary School

☐ Bullskin Elementary   ☐ Springfield CNP Elementary

☐ Dunbar Twp. Elementary   ☐ West Crawford Elementary

Student District Email (Gmail)

Email address: _____

Password:

Student Chromebook Login

Username (email address): _____

Password:

Student ACCELERATE LEARNING Login: https://accelerate-connellsville.vschool.com

Username:

Password: ____ ____ ____ ____ ____

Student's Assigned FOLA Instructor
Miss Madison Powell
mpowell@casdfalcons.org
724.455.3191 Ext. 7324

Falcon Online
Learning Academy

PARENT CONTRACT

I have elected to enroll my child(ren), _____, into the FOLA K-4 Online Learning Academy (FOLA).

Therefore:

_____ I understand that my child must reside within the boundaries of the Connellsville Area School District.

_____ I understand that my child will be working independently outside of the traditional classroom and will not receive direct instruction from a teacher.

_____ I understand all assignments / lessons are within the ACCELERATE LEARNING platform.

_____ I understand that my child(ren) must log into ACCELERATE LEARNING every school day. If there is a day that my child(ren) cannot login, it is my responsibility to provide an excuse for their absence.

_____ I understand that the ACCELERATE LEARNING platform records the dates, login time, duration of login and work completion during each session.

_____ I understand that unexcused absences beyond 10 days (does not have to be consecutive) may result in my child's immediate dismissal from the FOLA program.

_____ I understand that my child(ren) must attend a mandated weekly Grade Level Google Meet.

_____ I understand that my child(ren) will need my continued assistance in organizing and completing assignments.

_____ I agree to be accessible and available (by either phone or email) to the online teacher to discuss my child(ren)'s progress and development.

_____ I understand that my failure to stay in communication with my child(ren)'s teacher is grounds for my child's dismissal from the FOLA program.

_____ I understand that I must check my email daily for correspondence/updates from my child's teacher.

_____ I understand that assisting my child(ren) with time management is vital to their success.

_____ I understand that I will likely invest 4-5 hours a week in my child's online education.

_____ I understand that failing grades may result in my child(ren) returning to the brick and mortar school building so they can be assisted daily by teachers in the school building.

_____ I understand that the Connellsville Area School District reserves the right to dismiss my child(ren) from FOLA and require my child(ren) to return to brick and mortar if my child(ren) is struggling with online learning, having poor attendance or failing to complete work on time.

_____ I certify that I have read, understand and agree to abide by the contents of the FOLA K-4 Handbook.

By signing this document, I agree and understand that failure to meet the above expectations and policies will result in my child(ren) being dismissed from FOLA and directed to return to the brick and mortar setting.

Parent Name _____

Parent Signature _____Date_____

FOLA K-4 Coordinator or DIrector _____

FOLA K-4 Coordinator or DIrector Signature _____Date_____

Please use this section to make any Notes during the orientation.

PARENT CONTRACT

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_____ I understand that my child(ren) must log into ACCELERATE LEARNING every school day. If there is a day that my child(ren) cannot login, it is my responsibility to provide an excuse for their absence.

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By signing this document, I agree and understand that failure to meet the above expectations and policies will result in my child(ren) being dismissed from FOLA and directed to return to the brick and mortar setting.

Parent Name _____

Parent Signature _____Date_____

FOLA K-4 Coordinator or DIrector: Madison Powell or Lori Rosensteel

FOLA K-4 Coordinator or DIrector Signature _____Date_____