OVS STAFF CONTRACT

Core Values: Growth Mindset, Positivity, Collaboration, Integrity, Accountability, Self-Advocacy

We are committed to offering a high quality, standards-based curriculum, exceptional teachers, and various levels of support to assist learners. At OVS, learners and learning coaches experience the demands and rigors of a blended, online environment, which requires a high level of commitment. As a result, we require each learner, learning coach, and OVS staff member to acknowledge and commit to the below expectations in our learning compact.

Learning Facilitator/School Agreement

Learners and learning coaches can expect the following from Omaha Virtual School and school staff:

- **Curriculum** that is aligned to State standards and includes opportunities to assess learning at all four levels of knowledge.

- **Instruction** by highly qualified teachers (learning facilitators) that assists learners in meeting academic success to their full capacity including:
    - Live Online support
    - Continuous support with course assignments and assessment preparation based on learner needs
    - Supplemental resources that align to course content and/or areas of remediation
    - Opportunities to practice grade level skills in a supportive, successful environment

- **Clear learning goals/expectations** through the pacing guide and communication with learners and learning coaches.

- Structured **communication** methods to ensure learners and learning coaches have access to important information.

- A partnership to **collaborate** with each learner and learning coach to meet learners' needs.

- Opportunities for learning coaches to **grow** through training and provide feedback on the OVS program.

- Timely **feedback** on student work within 24-48 hours (this may vary depending on the complexity of the assignment).

- Reasonable **access** to staff- Teachers, principals, and all staff shall reply to phone or email messages within 24 hours-48 business/school hours.

- A system of **accountability** for attendance and learner engagement.

LEARNING COACH CONTRACT

I agree to the following as a demonstration of my commitment to the success of my learner at OVS. I understand that me or my learner's failure to comply with the terms of this Learner contract, including OVS's engagement policies, may result in my learner being withdrawn from OVS. **This agreement is signed by all parents during the enrollment process.**

1. I understand that my learner's education is a partnership between myself, my learner, and OVS Staff. I will be an active partner in my learner's education as it is vital to their academic success and progress throughout the year.

2. I will create a distraction-free learning environment at home for my learner.

3. I will create a learning schedule with/for my learner to follow at home and modify as needed.

4. I understand that my learner must participate in lessons and activities on Buzz or Canvas (MS/HS) five days a week, and complete lessons per the pacing guide.

5. I will monitor my learner's progress by logging into Buzz or Canvas (MS/HS) and/or Infinite Campus regularly to ensure they are progressing in coursework and following the pacing guides.

6. I understand my learner will be required to attend their designated in-person session once per week, (except 11th & 12th grade) and required live online lessons scheduled throughout the week.
   6a. I will contact the office with the reason for my learner's absence if they are absent for an in-person or online lesson.

7. I understand that I am responsible to arrange transportation for the following:

Weekly in-person session

- In-person support (if required)
- In-person final exams at the end of each quarter (HS)
- State and school required assessments (MAP, NSCAS, Pre-ACT, ACT)

8. I will advocate by engaging with my learning facilitator or OVS staff If my learner or I are struggling in the online environment.
   8a. I will communicate by checking and responding to emails, phone messages, etc., from OVS staff within 24-48 hours.

9. I will maintain a consistent internet connection and/or make arrangements for my learner to complete their schoolwork at another location. I will notify the school if there is disruption of internet service.

10. I will strive to ensure that my learner is completing course assessments with integrity and are reflective of their skills and abilities.

By signing below, I acknowledge that I understand the above listed roles/responsibilities as a learning coach at OVS.

Learning Coach Name: _____ Signature: _____

Name of learner(s): _____

LEARNER CONTRACT

Core Values: Growth Mindset, Positivity, Collaboration, Integrity, Accountability, Self-Advocacy

As an OVS learner, there are demands and rigors of online learning which require a high level of learner commitment and course engagement on a regular basis (five days a week, through the entire school year). As a result, OVS asks each learner to agree to the following statements.

1. I will show a desire to learn and **grow** when I am engaged in schoolwork with my teacher, learning coach, and classmates.

2. I will identify/create a **learning space** with my learning coach at home where I can be successful.

3. I will **create and follow a schedule** with my learning coach. I will modify this schedule if/when it is not working.

4. I will **log on to courses in Buzz/Canvas** five days a week to complete and submit the required readings, assignments, and assessments in accordance with the pacing guide.

5. I will **discuss with my learning coach** about my progress in coursework and grades regularly to ensure I am following my schedule and on track with learning/pacing guides.

6. I will **attend AND be on time** to school, once a week, and to my online lessons and/or support sessions.

7. I understand if I do not **engage** regularly in learning, I will be required to attend in-person support. (MS/HS only)

8. I will respond to teacher communication online and **communicate** with my teacher(s) and/or learning coach(es) if I need support.

9. I will communicate with my learning coach and teacher if I am having technology issues.

10. I will complete my course work with **integrity** (honesty) and submit work that demonstrates *MY* best work.

By signing below, I acknowledge that I understand roles and responsibilities listed above that are required of me as a learner at Omaha Virtual School and will do my best to fulfill them.

Learner name: _____ Grade: _____

Learner signature: _____ Date: _____