

Faith School Distance Learning Contract

Student's Name: _____

Class: _____ Period: _____

Student Responsibilities, Expected Behaviors, and Consequences:

1. Student Responsibilities: The following procedures will ensure effective classes:

- Microphones should be positioned nearby the students. Leave your microphones on mute when not speaking.
- Assume you are on camera at all times and can be recorded; therefore, act appropriately.
- Each school has a local class facilitator/coordinator who will assist you in collection of papers, tests, etc. and getting additional help as you request. Notify the teacher at the start of the class if you need to be excused.
- Class requirements, grading, make up requirements, and policies will be that of the host school.
- Each student will sign a student contract.
- Handouts and materials will be provided to you by your site coordinator or available online.
- It is your responsibility to have materials as provided; see your coordinator or principal for assistance.
- Your coordinator will be responsible for mailing, faxing, or delivering materials; however, you are responsible to turn in these items to the coordinator by the due date. Whenever possible, work will be emailed or submitted online.
- On the first day of class, teachers will give alternatives for contacting him/her for assistance.
- In the event that the network should fail or disconnect, contact your coordinator or principal immediately for assistance. If you have any questions in regard to student guidelines or procedures, contact your site coordinator, principal or teacher.

2. Student Behavior:

This document enables students and parents to clearly understand the responsibilities of a distance learner. If students have any questions, they should contact a teacher, a system administrator, or school administrator. Each student taking a class will sign a student contract which outlines expected behavior.

Students taking telecourses must be aware that:

- Insubordination will not be tolerated. Insubordination has been defined as anything that interferes with teaching or learning in the classroom.
- Inappropriate language or gestures will not be tolerated. The two-way audio/video classes may be taped.

- Students will handle the equipment in the classroom appropriately.
- The student will pay a portion of the cost to repair or replace any equipment damage for which he/she is responsible.
- Students will schedule make-up work and tests with the teacher.
- Students will follow classroom rules as specified by the teacher.
- The distance learning classrooms will be monitored.

3. Consequences for Unacceptable Behavior:

The following disciplinary action will be taken for students who violate the above rules:

First Offense: The student will be given a verbal warning and informed that his/her behavior is inappropriate.

Second Offense: The student will be informed that his/her behavior is inappropriate, and a letter explaining the incident will be sent to the parents/guardians through the student's principal. The parents will be informed that a repeat offense will result in loss of the privilege of participating in the course.

Third Offense: The student will be removed from the course permanently and will receive no credit for the class.

Severe Misconduct: May result in immediate dismissal from the class and disciplinary action according to the local school district's policies.

Because of the remote delivery of this instruction, by necessity, the local school district administrators and the on-site facilitator have the ultimate responsibility for monitoring the students' behavior and assuring their compliance with the district's regulations and the above-stated behavior standards.

Signature Form

The signatures below affirm that we have read, discussed, and understand the Student Responsibilities, Expected Behaviors, and Consequences Section of the Distance Learning Policy and agree to follow the outlined procedures. This signature form also authorizes and gives consent to the Faith School District 46-2 for distance learning classes to record and play back any likeness, image, voice and performance; and any and all materials furnished by me on film, tape, or otherwise during the school year. I understand that this access is designed for in school educational purposes only. I give these rights freely and without compensation now or in the future.

Student Signature: _____ Date _____

Parent Signature: _____ Date _____

Upon issuance of the Distance Learning Contract students will have five (5) class days to return the signed Distance Learning Contract. Failure to do so will automatically eliminate attendance in the class until the contract is returned to the school. Not attending class, due to failure to return the signed contract, is an unexcused absence.