

Updated 12/12/2022

# **WELCOME TO**

# **The EDGE Virtual School**



## **Student and Parent**

## **Handbook**

## **2022-2023**

707 Micanopy Street, Wetumpka, AL  
334-514-3931  
334-514-3958 (fax)  
WEBSITE: <https://theedgeelmoreal.schoolinsites.com/>

## **The EDGE Student Enrollment Criteria:**

The EDGE Virtual School is a school of choice and offers a full-time program for students in grades K-12. Students at The EDGE are registered as public-school students, take part in district and state testing, and can earn an Elmore County diploma.

## **Academic Expectations:**

Because of the school's unique nature, students must take primary responsibility for their own learning. Self-motivation, dedication to learning, and regular participation are essential. It is the student who determines his or her own level of success. Students can expect deadlines for their work and expect to work hard, but at their own pace within the set guidelines.

- Students will be required to complete the semester at The EDGE before they are allowed to return to the base school for in-person learning.
- If students choose to return to traditional school, some courses may not transfer.

## **Time and Learning Requirements:**

The amount of time students spend on courses will vary from student to student, and even course to course. However, students will have the time they need to complete the coursework. On average students should expect to spend approximately 45 minutes to one hour per day per course if they wish to complete the course in the typical time period.

## **Transfer Students:**

The EDGE Determination Team evaluates the progress of each transfer student's work from his/her current school to determine proper placement into EDGE courses.

All transfer students will submit a progress report with grades for each class from the student's current school. After analyzing this progress report, the EDGE Determination Team will have the freedom to drop a student's transferring course and restart it if it is in the best interest in obtaining credits and/or graduating by the end of the school year.

This decision will be made by the team on an individual basis for each course.

## **Parent responsibilities:**

Parents are critical for successful participation. They are responsible for providing adequate supervision for their students and supporting the student's learning. This includes providing a suitable working environment, encouragement, and appropriate assistance with course content when possible. With the parent account, parents also have access to many reports on their student. They will probably find themselves more involved in their child's education than they have been before as well as more in touch with the student's progress. It is expected that parents monitor their child's academic activities daily through direct supervision. Edgenuity will also email a daily progress report to the email on file. If a student falls behind a member of The EDGE staff will contact the parent.

## **Required testing:**

The EDGE Virtual School students are required to take all standardized tests instituted by Elmore County BOE and the State of Alabama. These tests are given at The EDGE campus. Students must show a picture identification (Grades 10-12) to be tested. Midterms/finals (grades 7-12) are required and must be taken at The EDGE Virtual School campus. Students and/or parents must arrange for transportation to The EDGE Virtual School campus. Information concerning testing will be communicated prior to testing.

Failure to complete standardized testing WILL result in the locking of courses. The parent will be responsible for contacting Mrs. Hines if courses are locked. It could also result in the unenrollment of the student from The EDGE Virtual School.

K-3 testing: Students will not be required to come in and take their midterms/finals, however they will be required to come in 3 times a year to complete the STAR test) Grades 2-3 will complete the ACAP test in the Spring). This is part of a state law concerning the Literacy Act. Teachers will contact you concerning testing dates.

## **School Calendar:**

All coursework must be completed by the end of each semester. The EDGE Virtual School operates on the same calendar as all other Elmore County Public Schools. All students are expected to meet the requirements set by the Alabama State Department of Education and Elmore County. Those failing to meet the requirements for grade promotion will not be allowed to continue virtual enrollment. Students who do not complete a course by the last day of each semester will receive a zero on each assignment that is incomplete and given the resulting grade.

## **Academic Integrity:**

The EDGE expects a full commitment to academic integrity from each student.

Academic integrity means:

- Your work on each assignment will be completely your own.
- You will not practice plagiarism in any form.
- You will not allow others to copy from your work.
- You will not misuse content from the Internet.
- Your parent/guardian will attest to the fact that your work is completely your own.

**Plagiarism/Cheating:** Student who represents work that has been copied/pasted from an Internet resource, teachers' editions, or any outside resource. This includes copying verbatim or paraphrasing ideas, conclusions, or research without citing the source or giving credit to the creator.

**Consequences:** Plagiarism/Cheating is a form of stealing and academic fraud. Students who are found guilty of plagiarism will be given a zero, will not be able to redo the assignment, and/or possible removal from The EDGE Virtual School.

## Edgenuity Grading:

- **OVERALL GRADE:** This percentage represents the grade your student has acquired thus far in the course, based on all activities and assessments completed. This gives a good indication of how the student is comprehending the material; however, it can be deceiving if the student is behind pace since this grade will be higher than the actual grade. The Actual Grade is the more accurate grade.
- **COMPLETE COUNT:** The percentage of activities in a course that are completed.
- **RELATIVE GRADE:** This percentage represents the grade your student has acquired thus far in the course but includes 0s for ALL work not completed from this point to the end of the course. This is the grade that would appear on the report card if a student does not complete a course 100%.
- **ACTUAL GRADE:** This percentage represents the grade your student has acquired thus far in the course along with 0s for any work assigned to date but not completed. This is the grade we use on weekly updates in Home Access. This is the most accurate grade to look at on any given day. NOTE: If a student completes a course 100%, all three grades: overall, actual, and relative should all be the same.
- **Example:** The student above has an 83.5 on work that has been completed. Due to the fact they are behind pace and have only completed 3% of the course, their actual grade is a 12.8. If this student were to stop working in the class at this point, their grade would be a 0.9.

## Communication:

The EDGE Virtual School will communicate to parents and students a variety of formats:

- Call outs by phone  
*(please make sure your phone number is correct on the password handout)*
- Emails-we will email the call outs with detailed information  
*(please make sure your email is correct on the password handout)*
- Edgenuity announcement page/Edgenuity email (Grades 6-12)
- Remind (Grades K-5)
- Website

## Removal:

Students may be transitioned back to an on-campus school if:

1. the student's participation in the virtual program is impeding the student's academic progress.
2. the student fails to progress through the course successfully as indicated by pacing and grades.
3. attendance requirements are not met.
4. the student violates school system policies, procedures, rules, or regulations, including, but not limited to, the enrollment agreement.

## **Attendance:**

The law in Alabama governing compulsory attendance requires every parent, guardian, or other person having control or charge of any child required to attend public school, private school, or church school, shall as soon as practical explain the cause of any absence of the child under his control or charge which was without permission of the teacher, and a failure to furnish such explanation shall be admissible as evidence of such child being a truant with the consent and connivance of the person in control or charge of said child, unless such person can show to the reasonable satisfaction of the court that he had no knowledge of such absence and that he has been diligent in his efforts to secure the attendance of such child. Students are required to follow the school calendar. Students are expected to sign in to Flexpoint (K-5)/Edgenuity (6-12) each scheduled school calendar day.

- Attendance is logged daily.
- Students must log into every course, every school day.
- The family must maintain regular communication with The EDGE Virtual School concerning attendance.
- Students in grades 6-12 are required to check Edgenuity announcements, Edgenuity email and @student.elmoreco.com email daily for information. Parents of students in grades 6-12 are required to check email concerning academic progress daily.
- Parents of students in grades K-5 will need to check emails regularly for information from the teacher. Students will need to check Flexpoint messages daily for information from the teacher.

**Reporting Absences:** Please email [angela.landry@elmoreco.com](mailto:angela.landry@elmoreco.com) if your student will be absent and unable to log in to his/her coursework. Please state the reason for the absence in the email as well as the expected duration of the absence. Failure to do so will result in an unexcused absence for the day(s) not signed in to his/her courses.

**No Internet Access or Power Outage:** It is an expectation for attendance that all students have reliable Internet access in the home. Students who are unable to log into their courses or have a power outage must have an alternative plan to go to a public library/public location with computer access to do their schoolwork per the Acceptance and Agreement Contract upon enrollment to The EDGE Virtual School. \*\*If you do not have a working device, please come to The EDGE campus to check out a Chromebook.

**Doctor/Medical Excuses:** Students must present doctors' notes when they are absent due to illness school for three or more days consecutive days. Parent should send doctors' notes to [angela.landry@elmoreco.com](mailto:angela.landry@elmoreco.com).

**Excuse Notes for Absence:** For an absence to be registered as excused, a parent or guardian must submit a written explanation to [angela.landry@elmoreco.com](mailto:angela.landry@elmoreco.com). Excuse notes must state the student's name, the date of the absence, and the reason for the absence. The parent or guardian has **three** calendar days from the date of absence to submit the excuse through email.

**\*\*Please refer to the ECBOE Truancy Policy for more information.**

**Courses/Assignments/Academic Concerns/Course Technology Support**

Rob Vilardi, Math/Personal Finance (Grades 6-12)  
[rob.vilardi@elmoreco.com](mailto:rob.vilardi@elmoreco.com)

Shelby Howe, History/Spanish (Grades 6-12)  
[shelby.howe@elmoreco.com](mailto:shelby.howe@elmoreco.com)

Virginia Vilardi, Science (Grades 6-8)  
[virginia.vilardi@elmoreco.com](mailto:virginia.vilardi@elmoreco.com)

Samantha Sipper, English (Grades 6-12)  
[samantha.sipper@elmoreco.com](mailto:samantha.sipper@elmoreco.com)

Renaë Venable, Career Prep/Business/Psychology  
[renaë.venable@elmoreco.com](mailto:renaë.venable@elmoreco.com)

Monica Kelley (Grades K-1)  
[Monica.kelley@elmoreco.com](mailto:Monica.kelley@elmoreco.com)

Jenny Jones, (Grades 2-3)  
[jennifer.jones@elmoreco.com](mailto:jennifer.jones@elmoreco.com)

Nikki Dunsieith, (Grades 4-5)  
[nikki.dunsieith@elmoreco.com](mailto:nikki.dunsieith@elmoreco.com)

Tammy Fine, Special Education (K-6)  
[tammy.fine@elmoreco.com](mailto:tammy.fine@elmoreco.com)

Kerry Puckett, Special Education (7-10)  
[kerry.puckett@elmoreco.com](mailto:kerry.puckett@elmoreco.com)

Samantha Selvage, Special Education  
[samantha.selvage@elmoreco.com](mailto:samantha.selvage@elmoreco.com)

Lashonda Houser, Special Education (11-12)  
[lashonda.houser@elmoreco.com](mailto:lashonda.houser@elmoreco.com)

**Student schedule/Social & Emotional concerns/Senior requirements**

Kristi Cook, Counselor  
334-514-3931 ext. 27017  
[kristi.cook@elmoreco.com](mailto:kristi.cook@elmoreco.com)

Melinda Kiser, Counselor  
334-514-3931 ext.  
[Melinda.kiser@elmoreco.com](mailto:Melinda.kiser@elmoreco.com)

**State Testing/Senior Requirements**

Dena McCann  
334-514-3931 ext. 27013  
[dena.mccann@elmoreco.com](mailto:dena.mccann@elmoreco.com)

**Virtual Learning/District Resources/Athletes**

Cindy Hines, Principal  
[cindy.hines@elmoreco.com](mailto:cindy.hines@elmoreco.com)  
334-514-3931

Martin Jackson, Assistant Principal  
[Martin.jackson@elmoreco.com](mailto:Martin.jackson@elmoreco.com)  
334-514-3931

**Graduation orders/Registration/Enrollment & Withdrawal**

Amy Albritton  
334-514-3931 ext. 27050  
[amy.albritton@elmoreco.com](mailto:amy.albritton@elmoreco.com)

**Attendance/Academic Progress/Tuancy**

Angela Landry Odom  
334-514-3931 ext. 27016  
[Angela.landry@elmoreco.com](mailto:Angela.landry@elmoreco.com)

<b>Grades/Subject</b>	<b>DAY/Time</b>	<b>Link</b>
<b>Grades K-2</b> <b>Ms. Kelley</b>	Monday/Wednesday/Friday 10:00 (Grade K) 11:00 (Grade 1)  Tuesday/Thursday: 10:00 (Grade 2)  Monday-Friday 1:30 (Open Zoom)	<a href="https://zoom.us/j/9230912602">https://zoom.us/j/9230912602</a>  password: kelleyedge
<b>Grades 3/5</b> <b>Mrs. Jones</b>	Monday-Friday 10:00 (Grade 3) 12:30 (Grade 5)	<a href="https://us02web.zoom.us/j/4912325440">https://us02web.zoom.us/j/4912325440</a>  password: jones
<b>Grades 4/6</b> <b>Mrs. Dunsieith</b>	Monday-Friday 10:00 (Grade 4) 1:00 (Grade 6)	<a href="https://us02web.zoom.us/j/2715202099">https://us02web.zoom.us/j/2715202099</a>  password: dunsieith

<b>Grades/Subject</b>	<b>DAY/Time</b>	<b>Link</b>
<b>SPED Grades K-6</b> <b>Mrs. Fine</b>	Monday/Wednesday 9:30-10:00 (Grades 3/4/5)  Tuesday/Thursday 9:30-10:00 (Grades K-2)  Monday-Thursday 1:30-2:00 (Grade 6)	<a href="https://us02web.zoom.us/j/9033812434">https://us02web.zoom.us/j/9033812434</a>
<b>SPED Grades 7-10</b> <b>Mrs. Puckett</b>	Tuesday-Friday 8:30-9:30  Monday-Friday 1:00-2:00  Monday morning By appointment	<a href="https://us02web.zoom.us/j/2599300533">https://us02web.zoom.us/j/2599300533</a>
<b>SPED Grades 11-12</b> <b>Mrs. Houser</b>	Monday-Thursday 9:00-10:00 1:00-2:00	<a href="https://us02web.zoom.us/j/9602204781">https://us02web.zoom.us/j/9602204781</a>

<b>Grades/Subject</b>	<b>DAY/Time</b>	<b>Link</b>
<b>Grades 7-12 MATH PERSONAL FINANCE</b>  <b>Dr. R. Vilardi</b>	Monday-Friday 10:00-11:00 4:00-5:00	<a href="https://zoom.us/j/5673262448">https://zoom.us/j/5673262448</a>
<b>Grades 7-12 CAREER PREP BUSINESS ELECTIVES</b>  <b>Mrs. Venable</b>	Monday/Thursday 10:00 and 1:00 Tuesday 10:00  Wednesday/Friday By appointment	<a href="https://us02web.zoom.us/j/2653095285">https://us02web.zoom.us/j/2653095285</a>
<b>Grades 7-12 HISTORY /SPANISH</b>  <b>Mrs. Howe</b>	Monday-Friday 9:00-10:00 2:00-3:00	<a href="https://zoom.us/j/6552410694">https://zoom.us/j/6552410694</a>
<b>Grades 7-12 ENGLISH</b>  <b>Mrs. Sipper</b>	Monday-Friday 10:30-11:30 3:00-4:00	<a href="https://us02web.zoom.us/s/9803996482">https://us02web.zoom.us/s/9803996482</a>
<b>Grades 7-12 SCIENCE</b>  <b>Dr. V. Vilardi</b>	Monday/Wednesday 10:00-10:30  Tuesday/Thursday/Friday 3:30-4:30	<a href="https://us02web.zoom.us/j/7458028515">https://us02web.zoom.us/j/7458028515</a>  Password: CfuV5y
<b>Grades 6-12 MUSIC</b>  <b>Mrs. Epperson</b>	By appointment only	<a href="https://us02web.zoom.us/j/3271562296">https://us02web.zoom.us/j/3271562296</a>

**\*\*On campus Support Lab available Monday-Friday from 9:00-12:00.**



## **Enrollment Agreement (also listed on the password handout)**

I understand that The EDGE Virtual School requires students meet all conditions that foster a successful online education.

Conditions defining a successful online student:

1. Consistent parent/guardian supervision of student
2. Maintaining pace in all courses
3. Daily engagement in course activities
4. Establishing regular communication with all teachers via Zoom, email, and/or phone
5. Earning and maintaining a D or higher
6. Earning appropriate credits/standards for end of the year grade promotion
7. Participating in all district/state testing
8. Honoring all rules and procedures established by The EDGE Virtual School and Elmore County Public Schools for conduct and academic integrity.
9. Proactively checking for announcements, emails, reminds, call-outs etc. for important information from The EDGE Virtual School

*\*\*Each quarter (nine weeks), student's progress will be reviewed. If my student is unable to keep up his/her progress, or falls behind 15%, I am responsible for transporting my student to The EDGE campus for in-person planning and instruction. This could be 2-3 days a week depending on progress.*

Meeting the listed conditions is a requirement for continued enrollment in The EDGE Virtual School. The undersigned student and/or parent/guardian do hereby acknowledge that they agree and adhere to the EDGE Virtual School handbook/The EDGE Virtual School Acceptance and Agreement Contract/Elmore County Policies and Procedures.

**This is your copy of the Enrollment agreement signed at registration.**

### **REMIND CODES:**

Text 81010 and enter the code below!

Grades K-2: @kelleyedge

Grades 3 and 5: @edgejones

Grades 4 and 6: @dunsieth

Grade 7: @23edge7th

Grade 8: @23edge8th

Grade 9: @23edge9th

Grade 10: @23edge10th

Grade 11: @23edge11th

Grade 12: @23edge12th

## **THE EDGE ACCEPTANCE AND AGREEMENT CONTRACT**

- I understand, all registration forms and verification information must be completed, turned in, and verified before classes can be scheduled.
- I understand that my child must reside in the state of Alabama. If that status changes, it is my responsibility to inform The EDGE Virtual School to make arrangements for unenrollment.
- I understand, my child is required to sign in each scheduled school day to complete **DAILY** assignments. If my child does not sign in, he/she **will be marked absent**. (The only exception to this is if the student is ahead in ALL coursework) Elmore County attendance policy will apply. After 10 consecutive absences, the student will be unenrolled at The EDGE Virtual School. **\*\*Unless, previous communicated with the administration.**
- I understand, it is important for my student to be held accountable throughout the day while doing his/her assignments. This is best achieved if I or another responsible adult (aka family facilitator) is with my student during the day to help him/her stay on task. (Even the most motivated student will get distracted at times.)
- I understand, as the parent/guardian, I am responsible for personally checking my student's progress **DAILY** by reviewing his/her course work. My active role in my student's education is an essential tool for success.
- I understand, my student is required to have access to a laptop, desktop, or Chromebook and internet for at least **6 HOURS EACH DAY**. Not having internet or a device to do your work will not be excusable. We will have a back-up plan in place should an emergency arise, such as, going to a family or friend's home, the public library, etc. Bad weather conditions will be taken into consideration.
- I understand, teachers will be available virtually (via ZOOM) daily for Grades 6-12. I also understand other virtual classes may be required throughout the school year. I will make sure my student attends virtual classes and/or tutoring when needed. (Tutoring schedule is available on The EDGE website)
- I understand, my student can work ahead; however, he/she is required to complete all daily assigned work before working ahead in any class.
- **I understand, it is my responsibility to provide transportation for my student to take REQUIRED exams midterms/finals and district/state mandated tests. These tests will be given at The EDGE Virtual School campus. Failure to do so could result in the blocking of classes. It could also result in the unenrollment of my child from The EDGE Virtual School (This could be up to 12 different days during the school year).**
- I understand, virtual schooling is going to be different than the traditional "brick and mortar" setting and may take some time to get the "hang of it." The EDGE staff is dedicated in helping families in this process. I also understand my student is on a probationary period and if he/she is unable to keep up his/her progress during the probationary period will require my student to return to the school of which he/she is zoned for. (This is to ensure your student gets the educational tools he/she needs.) If we are zoned for an Elmore County School, The EDGE staff will inform me and the school of a re-entry date. If I live out-of-district, it will be my responsibility to enroll him/her back into his/her zoned school or other school choice. If I do not enroll my student in school within 5 days, the court system will be notified of my student's truancy. A record request or proof of enrollment needs to be received to The EDGE within 10 days.
- Each quarter (nine weeks), student's progress will be reviewed. If my student is unable to keep up his/her progress, or falls behind 15%, I am responsible for transporting my student to The EDGE campus for in-person planning and instruction. This could be 2-3 days a week depending on progress.
- I understand, the rules and policies in the Elmore County Schools' Handbook and Code of Conduct apply to my student. (Handbooks attached in the email)
- I understand, my student will be required to finish the school year at The EDGE Virtual School. This is in effort to ensure he/she will receive all state required standards.

- **As a Senior graduating with the Class of 2023, you are required to graduate from The EDGE Virtual School. Once enrolled, you will not be allowed to return to your base school.**
- If my child has an IEP (Individualized Education Plan), EL plan, or a 504 plan in place, a meeting will be scheduled (if not already done so) with an Elmore County representative to discuss my student's current accommodations to determine if and/or what changes need to be made as my student participates in The EDGE Virtual School. I also understand this meeting may have a delay due to schedule availability.
- I understand, if my student wishes to participate in sports, he/she must meet eligibility requirements to participate in school athletics. (School principal and coach must approve.)
- NOTICE OF PENALTIES FOR MAKING FALSE OR MISLEADING STATEMENT WARNING: I understand I will be responsible for penalties to include fines and legal action by the Elmore County Board of Education should I or any other legal guardian intentionally or knowingly submit a false or misleading written statement of residency to gain eligibility for extracurricular activities associated with, but not limited to, the Alabama High School Athletic Association (AHSAA).

**COMMUNICATION:**

**\*\* ALL COMMUNICATION IS THROUGH CALL OUTS AND EMAILS FROM [the.edge@elmoreco.com](mailto:the.edge@elmoreco.com).**

**\*\*PLEASE HAVE A VALID EMAIL ADDRESS AND PHONE NUMBER. If either change during the school year, please notify us.**

**Please add THE EDGE email to your contacts to receive important information.**

**Grades K-5: School communication will also be from your child's teacher's email.**

**Grades 6-12: School communication will also be posted on the Edgenuity announcement page.**