

Vista High School  
Online Course Expectation  
Mr. Reed

COURSE DESCRIPTION:

Online Courses are usually a nine to eighteen week class depending on your subject area. Online classes provide the student with the same learning opportunity they would find in a regular class setting, giving them the ability to work at home or at school. Students will apply knowledge gained in previous years of study to pursue a deeper understanding of their chosen subject matter. Once you have logged into APEX, please refer to the student resources section for an overview of your course.

GRADING:

Your grades will be based on a total point system. Students will be graded in the following categories: *Unit Activities, Quizzes, Tests*. All homework must be turned into the instructor by the due dates posted, no exceptions. Additional assignments may be posted by the instructor.

Late Work Policy

- Students must report for their testing date. On your testing day you must turn in your TST and assignments for the unit. Students are granted a 1 week grace period to turn in assignments if needed. (Best to turn in on testing date). After 1 week, all late work assignments can be turned in for a max of 50 percent.
- Late TST's will be graded at a max of 75 percent. Again, any TST turned in after the one week grace period will be considered late.
- Pay attention to due dates

MAKE-UPS (See Grace Period- Late Work)

It is your responsibility to see me concerning potential missed tests or missed assignments (for some reason you cannot make it on you assigned day). Missed quizzes or assignments can be made up if coordinated with the instructor (make sure to email me prior or stop by the class to make arrangements. Make-up will only be granted for documented medical reasons and family emergencies and attendance in other classes will be verified prior to granting any type of make-up.

### METHOD OF EVALUATION:

Your grade will be determined by the total amount of points within this grading scale:

- 90%-100%= A
- 80%-89% = B
- 70%-79% = C
- 60%-69% = D
- 59%-below= F

Your grade is available on APEX, and will be current based on completion of all assignments and tests for each unit. A progress report and final grade will be posted on Power School.

### ATTENDANCE:

Lab hours will be posted. The computer lab is open daily for student use (8- 9:15 M/T/TH/F) and (8-9 Wednesday). You will need to be aware of due dates and assigned days you are asked to come in for instruction. Since this is an online class, daily attendance is not mandatory, but you must check-in on the dates assigned or when notified by the instructor. Make sure you check all announcements and are aware of the pacing guide for the course.

### Academic Integrity:

Please refer to the school policy on Academic Integrity in the student handbook and on the VDLHS website. **Students are expected to do their own work and earn their own grade.**

### CITIZENSHIP:

Citizenship grades are required for final class grades using the following format: O= Outstanding S= Satisfactory N= Needs Improvement U= Unsatisfactory. Citizenship grades will be based on you following the school and class rules.

### BEHAVIOR- (CLASS RULES) - Computer Lab

1. Respect your teacher, your classmates, and most of all, yourself.
2. No food or drink in the lab.
3. Always be prepared for class with the correct materials.
4. Shut off the computer when you are done, and make sure your workstation is clean.

### SchoolWires/ APEX/ Grades

Please check SchoolWires (Teacher Website) and APEX for due dates and announcements. Grades will not be posted on Power School. You may see your grade on APEX at any point. Realize that your grade is posted only for a progress report in Power School. Parents will need to provide a valid email address to receive weekly progress reports on Sunday via APEX. Parents may request student grades at anytime via email to the instructor. I can be reached at [rreed@fcusd.org](mailto:rreed@fcusd.org).

Please sign the Parent/ Student Signature form provided you and return to Mr. Reed. You may keep this course outline for your reference.

Parent/ Student Signature Form- Mr. Reed

Student Name (Print): \_\_\_\_\_

Period#:\_\_\_\_\_

**I have read and understand the course expectations in Mr. Reed's Online- Class.**

Student Signature:

Parent Signature:

**Parent Contact Information**

Parent Name: \_\_\_\_\_

Phone # - please circle and provide one that you can be reached at.

(Work, cell, home) \_\_\_\_\_

Email address: \_\_\_\_\_

Parent Notes: