

Oakley W. Best Middle School

Achievement ~ Responsibility ~ Success in Life

22201 Powers Ave.
Dearborn Heights, MI 48125
(313) 203-3200
(313) 274-2470 - Fax

Principal
Melanie Ward
Assitant Principal
Claudia Portscheffer
Counselors
Kerry Herd
Ann Stubbs

O.W. Best Middle School Online Education Student Contract

Student Name: _____ Grade: _____

Student Requirements:

Due to the unique quality of the online learning program, certain standards and behaviors are expected of students. Parents are expected to complete the online readiness rubric prior to requesting that their child enroll in the program.

To be Completed by the Student:

Please read the following contract and initial each line in the space provided. Your initials next to each line communicate that you are in agreement with each requirement detailed.

____ I can create and maintain a study schedule WITHOUT face to face interaction with a teacher.

____ I will adhere to timelines (online course, testing, mentor meetings) for completion of course requirements. The school district's policies will take precedence in meeting program/course requirements.

____ All course work and submission that I do may be retrieved and/or monitored by the mentor teacher at anytime.

____ I will communicate with my mentor as well as my online teacher on a weekly basis.

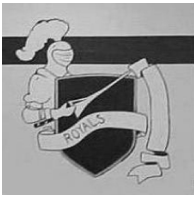
____ I will follow all other rules as specified by the district, mentor, and online teacher.

____ Weekly contact with the mentor is mandatory. If you cannot contact the mentor then reasonable attempts should be made via email or phone. More than 2 unexcused weeks of contact may result in removal from the program.

____ I will be committed to the course, adhere to the course schedules as prescribed, and I understand that drops will only be permitted as outlined by the online provider and the School District add/drop procedure.

____ I understand that the course will be listed on my transcript and/or academic permanent record.

____ I understand that my mentor may choose to proctor all of my exams for the course, which means that they will be taken in person with my mentor rather than online.



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Consequences for Violations of this Contract:

1st offense: I will be given a verbal warning by my mentor. My parents too will be contacted by my mentor.

2nd offense: I will be given a written warning by my mentor. My parents will receive a copy of this written communication.

3rd offense: A parent meeting will be scheduled to review the online requirements and placement. The principal will be included in this meeting along with the mentor, parents, and student.

Student: Please read and initial the following:

____ I have read, understand, and acknowledge all of the expectations and policies set forth in this document.

____ I agree to abide by all of the guidelines stated in the Online Education Student Contract.

Student Signature: _____

Date: _____

Parent Name and Phone

Number: _____

Parent Signature: _____

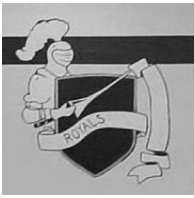
Date: _____

To be completed by school official:

School Counselor Date

Course Enrollment Date

Course Enrollment Date



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