

Online Learning

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Traverse City Central High  
School

## **Introduction:**

Welcome to Online Learning at Traverse City Central High School! TC CHS is excited to offer its students a varied online experience in order to provide for a flexible learning program. Online learning is offered through three primary platforms:

### **E2020/Edgenuity**

- The e2020/Edgenuity platform is offered to students interested in earning an online credit in a core content or elective course.

### **Michigan Virtual University**

- The MIVU platform is offered to students interested in an online foreign language or Advanced Placement course.

### **Traverse City Area Public Schools Online Academy**

- The TCAPS Online Academy/Connections platform is offered to homeschooled students

## **Expectations for TC CHS Online Learners:**

Traverse City Central High School is dedicated to offering a rigorous and productive online experience to our students. Students committing to an online experience at TC CHS are also committing to the following expectations:

- 1. Students are expected to monitor their progress on a regular basis and ensure that at any given time they are on track to complete the course by the end date (usually the end of the Trimester or Semester, unless agreed upon otherwise prior to the course) and are expected to organize their work habits accordingly.**
- 2. Students are expected to report any technical issues or other concerns to their Mentor, Mr. Lantz, immediately.**
- 3. Final grades are reported automatically at the end of the trimester (or semester, accordingly), but it is usually wise for students to check in with their Mentor, Mr. Lantz, when done with the online course.**

### **Requirements for TC CHS Online Learners:**

To support the processes necessary for students to earn credit for their online courses, our online students must meet the following requirements:

- 1. Students must complete the Online Readiness Survey (located on the Counseling and Student Services page of the Traverse City Central High School website. It is entitled Online Readiness Survey.)**
- 2. Students must conduct a weekly “Check-In” with their Mentor, Mr. Lantz. This “Check-In” to report progress can be conducted via email (to [lantzbe@tcaps.net](mailto:lantzbe@tcaps.net)), by phone (933-3570), or in person (report to room C108).**
- 3. Students must go to C108 on each of the two Count Days conducted during the school year to complete the TC CHS Online Count Day procedures (Count Days occur in October and February of each school year and students will be reminded via the school announcements prior to the Count Days).**

### **More Information Regarding Our Online Platforms:**

#### **E2020/Edgenuity**

- The e2020/Edgenuity platform offers courses for most core content courses offered by TC CHS (Math, ELA, Science, and Social Studies) and some electives (Study Skills, Career Planning, and Consumer Skills are popular offerings).
- These courses are pre-packaged and highly structured, offering a regular series of topics, units, and tasks to students in order to complete the curriculum.
- This platform offers greater flexibility in pacing for students.
- E2020/Edgenuity does not offer a course instructor attached to the curriculum. Online students electing this platform will need to access other resources (after-school tutoring, regular course instructors in the building, online resources, etc.) in order to get support, as needed.

#### **Michigan Virtual University**

- The Michigan Virtual University platform offers Foreign Language courses and Advanced Placement courses to our students.
- These courses have a certified teacher attached to them.
- The online instructor sets the course syllabus and schedule that students are expected to meet.
- Students utilizing MIVU are expected to access the online instructor regarding content and technical questions and issues.

### **TCAPS Online Academy**

- The TCAPS Online Academy is designed for homeschooled students. More information is available on the TCAPS Homepage under Student Programs and then Online Programs. Families interested in this option can also contact Toby Tisdale, Assistant Principal at TC CHS, at [tisdaleto@tcaps.net](mailto:tisdaleto@tcaps.net)

### **When Technical Issues Occur:**

Online students experiencing technical issues should use the following resources:

- The e2020/Edgenuity technical support phone number is (877) 202-0338, ext. 3
- For MIVU students, please work through technical issues with the online instructor
- TC CHS Student Tech Office, located next to the school cafeteria
- Please report the occurrence of a technical issue to Mr. Lantz ([lantzbe@tcaps.net](mailto:lantzbe@tcaps.net) or 933-3570) when it happens

### **Available Resources:**

Online students should use the following resources to aid in their organization:

- The e2020/Edgenuity platform offers the Organizer toolkit (located as a link on the main Lobby page).
- MIVU students should refer to the syllabus/course plan provided by their online instructor

### **Online Enrollment Process at TC CHS:**

1. Meet with Guidance Counselor to discuss online options and determine an online course(s) that is appropriate.
2. Complete Online Readiness Survey
3. Sign Student Contract: Online Coursework
4. Submit Student Contract: Online Coursework to Mr. Lantz in C108
5. Look for email from Mr. Lantz ([lantzbe@tcaps.net](mailto:lantzbe@tcaps.net)) containing login information and additional information regarding the online platform
6. Acknowledge receipt of email from Mr. Lantz containing the login information, etc.
7. Establish a personal calendar to organize the pace of online coursework
8. Begin working! Make sure to do those weekly check-in's!

**Course Extensions:**

Should a student, due to unforeseen and/or uncontrollable circumstances, require an extension of an online course due date, the student should pick up an Online Course End Date Extension Application form from C108, complete the form, and return it to Mr. Lantz in C108.

NOTE: The course grade WILL BE REPORTED "AS IS" at the original course end date, whether Trimester or Semester, regardless of approval of the end date extension. Approval of the end date extension allows the student to continue actively working on the course for a specified period of time. At the end of that period of time, the course grade can then be updated on the student's transcript.

**Helpful Checklist for Expectations and Requirements:**

\_\_\_\_. Online Readiness Survey completed

\_\_\_\_. Online Contract Submitted to Mr. Lantz in C108

\_\_\_\_. Notification of enrollment email received from Mr. Lantz

\_\_\_\_. Count Day Procedures completed (October for Trimester 1 or Semester 1 online students, February for Trimester 2 or Semester 2 online students)

\_\_\_\_. Check-In conducted every week

\_\_\_\_. Remaining on pace for completion by end date of course

\_\_\_\_. Notification to Mr. Lantz in C108 that course is completed

Students enrolled in online coursework will meet the following expectations:

- Students are expected to monitor their progress on a regular basis and ensure that at any given time they are on track to complete the course by the end date.
- Students are expected to report any technical issues or other concerns to their Mentor, Mr. Lantz, immediately.
- Final grades are reported automatically but it is usually wise for students to check in when done with the class.

Students enrolled in online coursework will meet the following requirements for credit:

- **Students must complete the Online Readiness Survey (located on the Counseling and Student Services page of the Traverse City Central High School website. It is entitled Online Readiness Survey.)**
- **Students must conduct a weekly “Check-In” with their Mentor, Mr. Lantz. This “Check-In” to report progress can be conducted via email (to [lantzbe@tcaps.net](mailto:lantzbe@tcaps.net)), by phone (933-3570), or in person (report to room C108).**
- **Students must go to C108 on each of the two Count Days conducted during the school year to complete the TC CHS Online Count Day procedures (Count Days occur in October and February of each school year and students will be reminded via the school announcements prior to the Count Days).**

By signing below, the student and parents/guardians are acknowledging their understanding of these online coursework requirements. Enrollment in online courses will not proceed until the signed contract is received by Mr. Lantz in C108.

Student: \_\_\_\_\_

Date: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

