

**East Shore Online (“ESO”)
778 E. Bamberger Drive
American Fork, UT 84003
801-610-8185**

TIMPANOGOS HIGH SCHOOL (“THS”)

Digital Curriculum Coordinator:

Monique Forry (Dolly)
(801) 610-8175 ext 786601

Objective: The Digital Curriculum class is designed to help students recover lost credit for graduation through East Shore Online while earning elective credit for being enrolled in the class. Remember, it is a privilege to be enrolled in a Digital Curriculum class. As a result, the expectation is that time in the class is focused on completing East Shore Online courses consistently and regularly.

East Shore Fees: \$100 registration and \$5 for the first .125 course (please reference East Shore Online Rules below). Payment of East Shore Online fees should be paid no later than the second day of being enrolled in the course. Payment is done with a credit card through East Shore Online’s website at eastshorehs.com. Fee waivers forms are available in the THS front office.

Attendance Requirements: Regular attendance is expected and THS Attendance Policy applies. Excessive absences will result in removal from the class. Points are lost for unexcused absences and trancies.

Computers: Computers have been provided for student use in this class. An **Acceptable Use Policy (AUP)** must be completed upon enrollment at THS. Violation of the AUP will result in removal from this class and possible disciplinary action by THS administration.

Cheating: Cheating includes but not limited to using another person’s work, having another person do your work, copying from the Internet without correctly citing sources, using notes or devices while taking a final proctored test and having a browser window open while taking the final proctored test. It is important to understand continued plagiarism may result in removal from this class and/or revoked access to East Shore Online.

Students who violate the cheating policy will be subject to the following:

1. **First Offense** = DC coordinator verbally warns the student.
2. **Second Offense** = DC coordinator verbally warns the student and will notify the student and parent/guardian in an email with ESO Principal cc’d.
3. **Third Offense** = DC coordinator verbally warns the student and will notify the student and parent/guardian in an email with the ESO Principal cc’d. ESO Principal will inactivate the curriculum unit(s) and call a parent/guardian to discuss offense and put a plan in place.
4. **Fourth Offense** = DC coordinators verbally warn the student and notifies ESO Principal. ESO Principal will inactivate all curriculum units and contact the parent/guardian. ESO Principal will also contact the student’s school. Activation in ESO is suspended with possible removal evaluated.

Grades (Pass/Fail):

- **Grading Categories**
 - Participation
 - Goals
 - Number of .125 units completed
- **Recommendation is to complete .125 credits within two weeks.**

Pass Grade = 70%**Fail Grade = Less than 70%**

Make-up: Makeup of participation points can be arranged with the Digital Curriculum Coordinator.

Student Responsibilities:

1. Work with school counselor to identify units required for graduation. Then, register for the required unit.
2. Come to class on time, prepared to work and remain on task the entire class period working on East Shore Online curriculum units.
3. Be considerate and respectful at all times.
4. Keep all phones and all other electronic devices in your backpack.
5. Adhere to all school, East Shore Online and district policies and procedures.

Parent Responsibilities:

Establish and support school attendance and academic achievement. Parents/guardians will ask for the login information of their son or daughter to monitor his or her work in earning credit through East Shore Online. Parents/guardians should also monitor attendance and academic progress of their student in Skyward.

East Shore Online Rules:

1. East Shore curriculum is delivered in units of .125 credits. We refer to these as “curriculum units”. Each curriculum unit is given a timeline of 30 days to be completed, including the final test. If a curriculum unit is not finished in 30 days, a \$5 fee is required to renew the unit for an additional 30 days. Once a unit has been renewed, it is no longer eligible for the incentive program.
2. East Shore Online Incentive Program: If a student finishes a curriculum unit within 30 days, a student will be allowed to request the next .125 credits for free. Call East Shore Online (801-610-8185) or ask your Digital Curriculum Coordinator to contact the East Shore Staff to request your next unit. The only time exceptions are made in the Incentive Program is over the Christmas Break (December 23 through January 3). Students are allowed one week after returning from Christmas Break to test on a curriculum unit to qualify for the incentive program.
3. Unit renewals can be done online or over the phone. Parents: To renew online, you will need to know your student’s ESO login credentials. If you don’t have this information, please contact our Help Desk at 801-610-8185 to renew over the phone.
4. All student’s assignments must receive a score of 70% or above. Each unit has a final test and students must receive a score of 65% or above in order to receive credit for a curriculum unit. All assignments must be submitted and passing before a student can take the final test.
5. Online teachers have at least 24 hours to respond to emails and grade assignments. Do not call or email asking for assignments to be graded faster. Please plan accordingly.
6. If a student does not receive a passing score after three attempts on a final test, they will meet with their DC Coordinator to discuss further options.

Alpine School District Non-Discrimination & Accessibility

Alpine School District does not discriminate on the basis of race, color, religion, national origin, gender, disability, age, or any other classification protected by law in its programs, activities or employment practices. Students who have a grievance with another student or any school employee should talk to the school administration or counselor about their concerns.

Parent/Student Signature Page

I understand that it is a privilege to be in the digital curriculum class at THS, and I understand my responsibilities to remain enrolled in this class. Violation of the policies of this class, including violating the Acceptable Use Policy, may result in disciplinary action or referral to an alternative education setting.

Student Name (print) _____ Student # _____

Student Signature _____ Date: _____

Parent Name (print) _____ Date: _____

Parent Email (print) _____ Date: _____

Parent Phone # ; _____