

's Checklist



Sunday/Monday Morning Checklist

- Print the OLS Weekly Plan and post it in a visible location
- Review the Weekly plan and create a schedule that will allow you to master all lessons by the end of the week.

Daily Checklist

- Read k-mail
- Master (80% or higher on assessments) all OLS lessons on Daily Plan
- Learning Coach logs attendance for each course at end of day
- Log into Study Island for a minimum of 30 minutes per day:
 - Sept - Oct: Student will earn blue ribbons on last year's grade level Math and ELA topics
 - Nov - May: Students will earn blue ribbons on this year's grade level Math and ELA pathway topics.
- Attend all Class Connect sessions listed on your Daily Plan.

End of Week Checklist

- Did I complete the math and ELA blue ribbon assignments in Study Island?
- Did I attend all class connect sessions listed on my daily plan? If not, did I view the recording and send a completion notice kmail to the teacher.
- Did I master all lessons on the printed Weekly Plan?
- Did my Learning Coach log attendance every day?
- Did I view all my daily k-mail and respond as needed?

Important Reminders:

- Complete and kmail a "Family Vacation Event" Form if your family has travel plans for more than 2 days. After making contact with your homeroom teacher, you will mark those dates as vacation days in the OLS, so they do not appear as missing days.
- Students are expected to reach 100% mastery in each course with 1098 hours of attendance by June 6, 2013.
- Students are expected to log a minimum of 6 hours attendance per day. Note: If your student has mastered all required lessons on a given day and has not reached the minimum 6 hours, please instruct them to move on to the next day's lessons until they have met the daily attendance requirement (6 hrs. per day/30 hrs. per week)
- Students are required to log into each OLS course on Pupil Count Days: Oct. 2nd and Feb 12th. Learning Coaches will sign a compliancy form on each of these days.
- Students in grades 3-9 are required to participate in MEAP testing in October and will travel to select testing locations in Michigan. **Failure to participate in MEAP testing will result in Withdrawal from MVCA.**
- Students are required to complete weekly Math and ELA blue ribbon assessments in Study Island. They will attend Class Connect Remediation sessions when needed. **Failure to participate in Study Island assessments can result in Withdrawal from MVCA.**
- Students in grades K-12 are required to complete Scantron Performance Series Testing and NWEA Testing online in the Fall and Spring. **Failure to participate in Scantron and NWEA testing can result in Withdrawal from MVCA.**