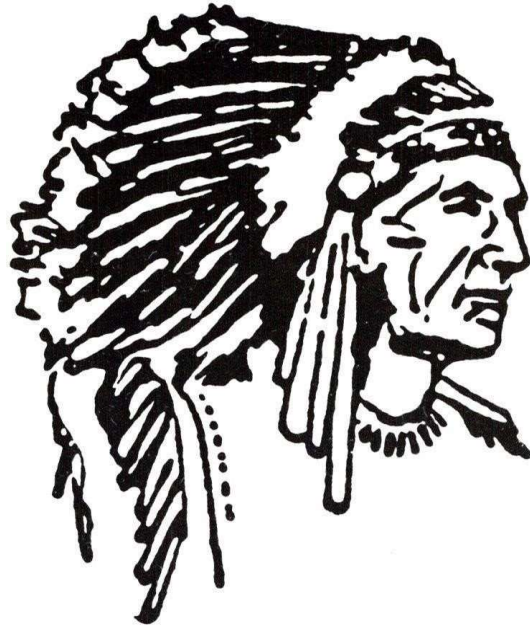


# WHITE CLOUD VIRTUAL SCHOOL HANDBOOK



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Welcome to the White Cloud Virtual School! WCVS is a student centered, high quality, technology based educational opportunity outside the traditional brick and mortar building. Students, parents, and educators come together as a team to lay out personalized educational plans to ensure students are successful both now and into the future.

### **WCVS Mission Statement**

*Our mission is to provide the ultimate teaching and learning opportunity where students meet their full potential utilizing new and emerging technologies and guide them to graduation and success beyond school.*

### **WCHS and JHS Vision Statement**

*We at White Cloud High School and Jr High School believe that all students have the ability to realize their potential, overcome challenges, and become successful, responsible, members of society through the educational standards we have set.*

# White Cloud P.R.I.D.E.



(Related Terms)

<b>P</b> ersonal <b>R</b> esponsibility	<b>R</b> espect	<b>I</b> ntegrity	<b>D</b> iscipline	<b>E</b> mpathy
Accountability Self-Control Goal-directed	Kind Polite Respectful	Dependability Honesty Sincerity	Patient Resilient Self-Disciplined	Accepting Understanding Forgiveness

<b>How we show P.R.I.D.E.</b>	<b><i>With Responsibility</i></b>	<b><i>With Respect</i></b>	<b><i>With Integrity</i></b>
<b>Home</b>	<ul style="list-style-type: none"> <li>*Spend time on classes</li> <li>*Have all materials ready when beginning</li> <li>*Stay focused on classwork</li> <li>*Stay away from other sites-cell phone (distractions)</li> </ul>	<ul style="list-style-type: none"> <li>*Use all materials as intended</li> <li>*Take charge of your work.</li> </ul>	<ul style="list-style-type: none"> <li>*Stay actively involved</li> <li>*ALWAYS do your own work</li> <li>*Be fair</li> <li>*Be patient</li> <li>*Help others</li> </ul>
<b>Lab</b>	<ul style="list-style-type: none"> <li>*Show up for tests and work</li> <li>*Know your goals</li> <li>*Be aware of your progress</li> <li>*Ask for help when needed</li> <li>*Stay focused on classwork</li> <li>*Stay away from other sites-cell phone (distractions)</li> <li>*Set and monitor goals</li> </ul>	<ul style="list-style-type: none"> <li>*Be polite</li> <li>*Be patient</li> <li>*Remember the lab is a work area</li> </ul>	<ul style="list-style-type: none"> <li>*ALWAYS do your own work</li> <li>*allow others to work and study</li> <li>*Be honest</li> <li>*Be fair</li> <li>*Help others</li> </ul>

## General Expectations

The White Cloud Virtual School is designed to assist students with reaching their goals. The staff at WCVS is committed to providing the best educational opportunity possible. There are high expectations for academic responsibility including perseverance and integrity. The center is designed for students to have a safe, comfortable space to work and test. To maximize the educational opportunities, students are expected to:

- ✓ Work on their classes 5 days a week
- ✓ Interact with the teacher/coach a minimum of 1 time each week
- ✓ All post tests are to be taken in the WCVS lab
- ✓ Be enrolled for 7 classes
- ✓ Be courteous, polite, and cooperative with staff members and other students
- ✓ Accept responsibility for their own behavior and decisions
- ✓ Ask for help when needed-if a student starts to fall behind in classwork, attend lab hours at the center

## General Policies

**Lab Hours: Monday through Thursday 4:00-8:00 p.m.**

### Entering/Leaving the building

Students who attend lab hours at the center will enter and exit by way of the H16 entrance located at the east end of the Jr. High wing. Parking is available in the lot behind the building. Students will need to notify the instructor and the instructor will meet them at the door.

Students who are taking a class in the general building must come for the class and leave until the lab opens later-loitering between will not be allowed. Students MUST sign in and out in the main office.

WCVS students may only be in the lab and in the hallway to the restroom. The rest of the building is considered closed and is off limits.

Once a student leaves the lab there is no re-entry. Students will need to come in and complete the given objective (studying/working/testing) prior to leaving. If a student is walking, there will need to be some form a parental communication as to the time the student leaves. (Written note, phone call, text message) Jr High students will need to be signed out by an adult. This is to help ensure student safety 😊

### **Cell Phones and PCDs**

Students will have access to the technology that is needed to complete any work done in the lab. There is a cell phone station located behind the instructor work station. When a student enters, the cell phone will be put in the station and when the student leaves the cell phone can be picked back up. This is to ensure that time in the lab is used appropriately and students can concentrate on the task at hand. In case of emergency parents or other caring adults may reach the instructor by cell at 269-759-8077 or in the classroom at 231-689-6591 extension 3306.

### **Attendance/Lab time**

While virtual school attendance is not quite the same as brick and mortar schools, there are still expectations surrounding the academics. Families may decide how virtual classes merge with family life. The lab will be open for 16 hours a week and families may decide when to utilize that service. The standard expectation of work time is 6 hours 5 days a week. At this pace the average student should complete a class a month. The instructor will be monitoring and reporting the progress weekly. Should a student begin to fall short of completing work and reaching goals, lab hour attendance may become mandatory. Students are expected to sign in and sign out of the lab.

### **School Closings**

Occasionally school may be closed due to an emergency (excessive snow, ice, etc.). School closings will be announced on WOOD TV Grand Rapids, WZZM TV Grand Rapids, TV 9 & 10 Cadillac prior to the opening of school. If the White Cloud Public Schools are closed, then the White Cloud Virtual Lab will not be open.

### **Newaygo County Career Tech Center**

WCVS students may have the opportunity to attend the Career Technology Center. Students are eligible to enroll once they have completed the required credits to be considered a junior. WCPS transportation will pick up and drop off at the high school. Students may not loiter at the school before or after their appointed bus times. Students may earn up to 3 credits per year by attending the center. Enrollment in some programs may result in students earning licenses or certificates.

## **Disruptive Behavior**

Students are expected to be respectful to themselves and others under all circumstances. Students who engage in disruptive behavior will be redirected to return to the task at hand. Should the disruption continue a responsible adult will be contacted and student will be removed. If a student is removed an incident report will be turned in to the Principal, the following day. Should a behavior become out of control or there is a threat to anyone the police will be contacted. This is an off-school hour program and ANY disruption will be considered serious. If a student is removed there will be a reentry meeting involving the student's team.

## **Bullying Prohibited!!**

Bullying is a form of harassment and is prohibited. For the purposes of this policy, "bullying" is defined as "The repeated intimidation, or emotional abuse of others by the infliction of harm of any kind to the person or property of others whether real or threatened, as transmitted verbally, in writing, or electronically transmitted ("cyber bullying") either in or outside of school. It may include, but not be limited to, actions such as verbal, written, or electronically transmitted taunts, name-calling and put-downs, including ethnically-based or gender based verbal put-downs, extortion of money or possessions, and systematic exclusion from peer groups within school." Such conduct is disruptive of the educational process and, therefore, bullying is not acceptable behavior in this District, and is prohibited. All students are protected under this policy and bullying is equally prohibited without regard to its subject matter or motivation. In addition, retaliation or false accusation against a target of bullying, a witness, or another person with reliable information about an act of bullying is prohibited. Students who engage in any act of bullying while at school, at any school function, in connection to or with any District sponsored activity or event, or while in route to or from school, or outside of school hours if the bullying is likely to carry some connection to or have an effect upon the school environment are subject to disciplinary action, up to and including suspension or expulsion. As may be required by law, law enforcement officials shall be notified of bullying incidents.



- Communicate with mentor/teacher on a weekly basis by answering the Question of the Week.
- Take all pre-tests and post-tests in the BRVS lab.
- Pass a minimum of one class per month to stay in the program.

Students must be in their junior year to enroll in the program. Some of the programs grant licenses upon completion.

BRPS transportation drops off and picks up students at BRVS every day.

**BRVS students have a choice of two diploma tracks:**

1. The BRHS diploma follows all the requirements of the High School.
2. The virtual track (Big Rapids Public Schools diploma) includes the state mandated academic classes, but not the electives. The virtual track is only offered to seniors who are behind in credits, or students who have attended school four or more years. The virtual track diploma is recognized by colleges, community colleges, trade/tech schools, and the military.