OWL TECH

Seymour Community School Corporation   Online Schooling SY 2025-26

SCSC Vision
Soaring to Excellence. Every One, Every Day.

SCSC Mission
At Seymour Community Schools, we are on a mission to create a student-centered culture where all students can succeed. We provide unprecedented opportunities for all students in a climate where they can grow and achieve. We collaborate to build relationships with all stakeholders in order to create a remarkable learning environment.

SCSC Values
- Student-Centered
- Opportunities
- Academic Excellence
- Relationship-Focus

OWL Tech is Seymour Community School Corporation's grades 5-12 online program. It is a multifaceted online learning pathway that allows students to utilize a mixture of synchronous and asynchronous course work all monitored and assisted by SCSC teachers, counselors and administrators. Students will utilize coursework learning activities developed by SCSC content experts along with coursework provided by *Imagine Edgenuity*.

At the high school level, students will be able to achieve an Indiana CORE 40 diploma utilizing this virtual learning opportunity and attending pathway classes.

General Information* about OWL Tech

Owl Tech is a full-time online education option, although students will need to fulfill the graduation pathway requirements and those classes could be in person classes. Seymour Community School Corporation offers this online option to students in grades 5 – 12. To be a full-time student, a student must meet specific requirements. Service provided will include all core courses.

All Seymour Community School Corporation rules, regulations, and policies apply to students enrolled in OWL Tech. In addition to the OWL Tech Handbook, OWL Tech students will be subject to the rules and regulations of the SCSC Intermediate, Middle or HS Handbook.

This handbook is meant to be a general guide, should IDOE or SCSC determine updates are needed, these additions/changes will be identified as such and communicated to parents and students.

Structure

OWL Tech is a program within our current school structures.

Enrolled students, in good academic standing, may be eligible to participate in SCSC's extracurricular activities. Interested students in grades 9-12 will have on campus attendance requirements per IHSAA by-laws. It will be a program associated with an SCSC facility. Attendance will be monitored weekly.

Each core course will have a certified teacher provided by Seymour Schools. The assigned teacher will work with the student to make sure the student has everything they need to be successful in the courses. The teacher will provide important information about the school such as testing dates and locations. The student is required to meet with their teacher either live or online to go over progress on a regular basis.

Registration 5-12

Full-time online students will fill out the registration application form for OWL Tech: owltech.online.

The registration window is May 1-through the second Friday in June. Students/Parents will be notified by the last Friday in June if they have been accepted into OWL Tech.

Registration or change in placement requests will be considered at grading period breaks, except for the last grading period of the 2nd semester.
5-8: 9 weeks or 9-12: semester Registration for new students will be open one week prior to the end of each grading period for 5-8 and semester for grades 9-12.

Student Eligibility and General Guidelines

 • 5-8 students who have had no failing grades from the year before may apply to be a full-time OWL Tech virtual student.

 • To remain in the program, students need to pass all courses and be in good standing by midterm/grading period for the year and complete all courses within the time frame provided. (Course Length)

• If a student fails to meet these requirements, he/she will be on probation for a specified period of time.

• If the student comes back into compliance by the end of the probationary period, he/she may continue in the program and will no longer be on probation. If a student does not come back into compliance, he/she shall be removed from the full-time program and be placed back in their home school.

• Upon acceptance, all students must sign an OWL Tech Student Code of Conduct before Enrollment is finalized. (Owl Tech Code of Conduct, pgs.12-13)

9-12 Student Eligibility and General Guidelines

•9-12 students who have maintained a 2.0 GPA and have had no failing grades the year before entry or credit deficiencies may apply to be a full-time OWL Tech online student.

• Any student taking a vocational/CTE course must take this course in person.

• Once in the program students must maintain a 2.0 GPA, must have no failing semester grades, and complete all courses within the time frame provided under the course length described below.

• If a student fails to meet these requirements, they will be on probation for one semester.

• If the student comes back into compliance, they may continue in the program and will no longer be on probation.

• If a student does not come back into compliance, they shall be removed from the full time program and be placed back in their home school.

Note: Upon acceptance, all students must sign an Owl Tech Student Code of Conduct before Enrollment is finalized.

In order to be a successful OWL Tech student, the students must be able to do the following:

- Read on grade level.
- Work independently with minimal adult supervision.
- Adeptly use technology.
- Report to campus via personal transportation to take assessments and conduct school business that must be completed in person.
- Attend all required sessions, meetings.
- Submit assignments and assessments as required by each course.

OWL Tech Staff
Location: 1638 South Walnut Street
Phone: 812-523-6181

Gr	Description	Staff	Email
5-8	Reading/Social Studies	Jami Franklin	franklinj@scsc.k12.in.us
5-8	Science/Math	Nathan Owen	owenn@scsc.k12.in.us
9-12	English	Erik Stangland	stanglande@scsc.k12.in.us
9-12	Math	Ann Tormoehlen	tormoehlena@scsc.k12.in.us
9-12	Science	Bradd Cobb	cobbb@scsc.k12.in.us
9-12	Social Studies	Marlena Dixon	dixonm@scsc.k12.in.us
9-12	Health/PE	Kirk Manns Jr.	kmanns@scsc.k12.in.us
K-12	Counselor	Zabrina Nicholson	nicholsonz@scsc.k12.
K-12	Secretary	Carol McIntosh	mcintoshc@scsc.k12.in.us

Platform: Google/Google Classroom
Content Delivery Program: Edgenuity
Device Provided: Chromebook

About Edgenuity:
Edgenuity is a standards-aligned curriculum that provides age appropriate engaging lessons with tools and support for all learners.

Student Programming 5-8
Students enrolled in Owl Tech for grades 5-8 will follow a daily schedule that is a mixture of synchronous and asynchronous activities. Synchronous options will operate within the SCSC approved school day (8:30 am-3:30 pm). Students will meet with teachers during specified class times. Throughout the remainder of the school day teachers will monitor students progress in the platform and be available to assist students as needed. These meetings may be short and serve as a check-in or may involve interventions and direct instruction. Much of these will be driven by the curriculum pacing guide, the success of the student and the type of activities planned. Students will need to make arrangements to be available every day during the designated times. Progress monitoring and oversight will be provided by SCSC staff; however daily instruction, course performance and course completion will be through the learning platform.

Student Programming 9-12
Students enrolled in Owl Tech for grades 9-12 will work independently through the Edgenuity platform.   The students will follow a schedule that is a mixture of synchronous and asynchronous activities determined through the course map. Synchronous options will operate

within the SCSC approved school day (8:30 am-3:30 pm). Students can expect to meet with teachers during specified office hours. These meetings may be short and serve as a check-in or may involve direct instruction and class participation. Much of these will be driven by the curriculum pacing guide, the success of the student and the type of activities planned. Students will need to make arrangements to be available every day during the designated times. Progress monitoring and oversight will be provided by SCSC staff; however daily instruction, course performance and course completion will be through the learning platform.

In addition to participating in online learning, students:
- Will participate in scheduled online meetings and lessons with their designated teachers and/or counselor.
- Must fully engage in the online learning activities, complete the assignments and assessments.
- May be transferred back to the traditional school at the end of a semester if adequate progress is not made.

Special Education
Special Education students are eligible to enroll in OWL Tech. Prior to enrollment a case conference will be held to determine appropriate placement and service options. The Teacher of Record for special education students will be a Seymour School Corporation employee.   The Teacher of Record will write the goals, monitor the goals, and schedule/run all case conferences.

English Learners
English Language learners are eligible to enroll in OWL Tech. Prior to enrollment, a conference will be held to determine appropriate placement and service options for English proficiency levels 1-4. The student will be served by a Seymour Community School Corporation employee. OWL Tech staff will monitor and implement Individual Learning Plans.

High Ability Learners
High Ability learners are eligible to enroll in OWL Tech. The student will be served by a Seymour Community School Corporation employee. Students taking advanced courses will not receive enhanced GPA credit. All AP courses must be completed in-person.

Requirements for State Testing
All full-time students will be required to take all mandatory testing in person. OWL Tech staff will work with full-time, online students to provide the information needed to attend each testing session at the assigned physical location. All data from the students' testing will be included in the data with their assigned school or as associated with OWL Tech. Full-time students must comply with all Seymour Community School Corporation Student Testing guidelines as listed in the code of conduct.

Course Length
Students in Grades 5-8 are expected to complete courses within the 9-weeks grading period. Secondary students are given a maximum of one semester to complete a one credit course.

When appropriate and with consultation from OWL Tech staff, early completion of individual courses is allowed.

Course Content
 All courses 5-12 are given the same credit as if taken in person. Courses consist of a blend of self-paced and guided instruction that includes tutorials, mastery tests, activities and discussion/projects.

OWL Tech staff reserve the right to proctor or administer tests/assessments in person.

Attendance
Students are required to work consistently and to follow the pacing provided by OWL Tech staff. Students may complete more than what the pacing suggests each week and are encouraged to do so. In addition to submitting work according to the suggested pace, students will also have regular synchronous (live) contact with their OWL Tech instructors.

Another important part of attendance is regular communication with OWL Tech staff. Students are expected to respond within 24 hours to emails. Attendance requirements will follow all Indiana Department of Education guidelines. Students found in violation of attendance policies will be reported to appropriate authorities and withdrawal protocols will be initiated.

In general, parent meetings, training and communication are crucial to the success of an OWL Tech student. OWL Tech staff will communicate expectations for meetings, open houses, and regular communication schedules to parents.

Required Hours:
Students must login every day that OWL Tech and Seymour Schools are in session. Students are required to follow a daily schedule. This schedule will be monitored by OWL Tech instructors.

Recommended Middle / High School Schedule
The student schedule needs to be at least one hour per course per day.
OWL Tech includes on and off line assignments.

Earning Credit and Grading Policy
 In order to receive credit in a course, students must meet the following requirements:

Grades 5 – 8
    1. The student will need an overall average of 60% per grading period.
    2. To remain in the program, the student will need an overall C average (2.0).

Grades 9 - 12

1. To get credit, an overall average of 60% per semester is needed. To remain in the program, the student will need an overall C average (2.0).
2. Students must take assessments/final exams, as applicable and complete all assignments to earn credit in the course.

Grading Scales
The grading scales will follow the grading scales set for courses at Seymour Community Schools.
    A=90%-100%
    B=80%-89%
    C=70%-79%
    D-60%-69%
    F-0%-59%

Student Advancement and Graduation
Students must meet all IDOE and Seymour Community School Corporation's requirements to advance to the next grade level or to graduate with a Seymour High School Diploma. Graduation requirements may be provided by the Guidance Department at Seymour High School.

Grade Reports
Grade reports will be issued at the same time all other Seymour School students receive their grade reports. Parents can obtain grade reports or transcripts from the following sources:
    • Parent Harmony Student Information System Account
    • OWL Tech School Teachers
    • OWL Tech Guidance Counselor

Withdrawal Policy
Upon enrollment, students have 10 school days to withdraw from the program. After the first 10 days, students are committed for an entire grading period (5-8) or semester (9-12). Please note that if the student has not met minimum goals in the first 30 days, OWL Tech retains the right to remove such student from the program and reassign the student to their home school.

Right to Privacy Policy
Seymour Community School Corporation respects a student's right to privacy by following the guidelines set forth in the Family Educational Rights and Privacy Act (FERPA). This law protects the privacy of a student's education records. Seymour Community School Corporation and OWL Tech must have written permission from the student/legal guardian in order to release information from that student's education record.

OWL Tech Student Code of Conduct
Seymour Community School Corporation and OWL Tech adhere to set policies to maintain the academic integrity of its curriculum, students, and staff. The policies address the consequences for noncompliance, as noted below. All students must read and sign the Student Code of Conduct in order to proceed with the enrollment process. Note: All matters of misconduct will be handled through the Leadership Office of Owl Tech.
- I understand that enrollment in OWL Tech is a commitment to online instruction for the school year.

- I understand that consideration for a change in placement will be considered at grading period breaks with administrative approval. (5-8: 9 Weeks 9-12: Semester)
- I understand students will utilize Edgenuity for content delivery.
- I understand that instruction will take place in a combination of synchronous and asynchronous platforms.

Academic Dishonesty (Cheating) Academic Dishonesty, or "cheating", is to gain an academic advantage or help another person gain an advantage through the use of inappropriate or unfair means. Academic Dishonesty is a major breach of school purpose and unfair to other students. Cheating in any form cannot be tolerated and must be penalized. Academic Dishonesty includes, but is not limited to the following:

1. Copying and/or offering answers on tests, quizzes or other assignments verbally, in written form, or by electronic means. This includes all work submitted in traditional school settings as well as online courses, such as Edgenuity.
2. Pressuring other students to cheat.
3. Paying someone else money or any other form of payment to do work for you and/or accepting such payment to do work for another student.
4. Bringing in and/or using unauthorized information during class time, including information stored in a phone, watch, calculator or other electronic device.
5. Having anyone, including parents/guardians or tutors, complete assignments and submitting the work as one's own.
6. Presenting collaborative work as independent work.
7. Fabricating data, information, or sources; attempting to pass off fabricated material as original work.
8. Submitting images and/or documents in whole or in part from the Internet or other sources without citation of the source(s), effectively claiming the work of another as one's own.
9. Using another's ideas without proper citations.
10. Using an individual's personal statements without citations.
11. A student's name on a paper is regarded as an assurance that the paper is original and is the student's own work. Therefore, the submission of any work copied from another student will be considered Academic Dishonesty.
12. The rules regarding Academic Dishonesty apply to all work, including drafts and outlines that are submitted prior to a final submission.

When Academic Dishonesty occurs, the following steps will be taken:
1st Offense:
1. The teacher will notify the assistant principal of the matter
2. The teacher will contact the parent.
3. The student will be given a failing grade for the assignment, test, project or course (depending upon the extent of the academic dishonesty).
4. Notation of "Academic Dishonesty (Cheating): 1st Offense" will be made in the student's discipline record and will serve as notice that a second offense within the course will result in harsher penalties.
5. Honor Societies will be notified of the violation.

6. Additional consequences may be considered i.e. loss of student leadership positions, loss of membership for or candidacy in honor societies and loss of eligibility to enroll in online courses such as GradPoint. 2nd Offense: Discipline Conference with building administrator, student and parent. 3rd Offense: Discipline Conference with building administrator, student and parent.

Defiance of Authority/Insubordination
Disobedience or noncompliance toward any staff member of OWL Tech is considered insubordination. That includes refusal to maintain communication with OWL Tech staff. An act of insubordination may occur in any situation or communication, including, but not limited to, in an email, a phone conversation, or in-person. If defiance of authority or insubordination is found, the following consequences will result:
- First offense: referral to building-level Counselor/Dean of Students.
- Second offense: Referral to building-level Counselor/Dean of Students for possible withdrawal

Computer Misuse Any student who attempts to access secure information in an improper manner, uses another student's or staff member's log-in information to gain access to information, intentionally attempts to obtain access to areas or information not open to normal access, or engages in any act similar to the above, has committed a computer misuse. If computer misuse is found, the following consequences will result:
- First offense: Depending on the nature of the offense, the consequences can include a written warning, referral to the building-level guidance counselor/Dean of Students, suspended access to courseware, or possible withdrawal.
- Second offense: Referral to the building-level counselor/Dean of Students for possible withdrawal.

Deviation from the above consequences: OWL Tech reserves the right to modify the consequences or action taken against a student violating this Policy.

Anti-Bullying Policy
Cyber bullying, or bullying in any form, is not acceptable behavior for any student enrolled in classes with OWL Tech. After investigation, any student found to be involved in these activities will immediately be withdrawn.

What is cyber bullying? Cyber bullying is the use of the Internet and related technologies (cell phones, smart phones, etc.) to harass, hurt, embarrass, or humiliate other people. Using these technologies to act or speak in a deliberate, repeated, and hostile manner with the intent to harm others is also cyber bullying or cyber stalking.

Attendance Policy
OWL Tech students are expected to follow the same Compulsory attendance laws (Board Policy 5200) as in-person learners, see handbooks. In general, a student is expected to be actively involved in the OWL Tech program. At the 5-8 program, this will require students to be virtually present for daily attendance and classes while making progress in each of the assigned courses. Students are expected to position their camera in such a way that their faces are clearly visible on the screen. This allows teachers to see students' engagement level and respond

according to instruction.   The 9-12 program will require students to be actively engaged and making progress in each of the assigned Edgenuity courses to be considered present.

Academic Probation Policy

OWL Tech will place a student on Academic Probation when a student's performance for multiple weeks is in the RED, or lags behind in course progress. Attendance, academic performance, and progression on the individual's learning plan (iReady for grades 5-8) will be used to measure the student's performance.   At the end of the probationary time frame the student will be returned to OWL Tech in good standing as long as they remain in the BLUE/GREEN, at or above the black line with passing grades. At this point, the student will be notified of the potential to be removed from OWL Tech back to their SCSC school at mid or end of 9 weeks grading period.   OWL Tech believes that all students can learn and be successful; however, virtual learning may not always be the correct path.

If a student is removed from the Owl Tech Program a determination will be made as to whether the student can return to the program the following year.

Seymour Community Schools and OWL Tech Student Technology Acceptable Use Policy

Recognizing the value of computer technology to enhance student development, Seymour Community Schools are excited about integrating technology resources to students and staff for the purposes of:

- promoting student achievement,
- supporting student and staff mastery of digital age skills, and
- maximizing efficiency in corporate operations.

 In conjunction with new technology opportunities, the district will be creating cloud based Google Drive student accounts for all students for the purpose of creating, accessing and sharing documents and presentations online. Google Drive is part of a school-provided Google Apps service that allows students to access their documents and presentations from anywhere the Internet is available, including home computers and tablets. Students will be assigned a unique username and password they can use to save work at school through this online storage account. This storage is secure and will be managed by the district's administration tools to ensure the privacy and safety of students. In addition to Google Drive storage, students will be issued a school managed email account for communication with teachers and collaboration. Additional online accounts for student collaboration and app use may be required for in class activities. All such accounts are understood to be property of SCSC and as such are bound to this technology acceptable use agreement. It is the policy of the district to maintain a technological environment that promotes ethical and responsible behavior in all online network activities. Use of technology resources in a disruptive, inappropriate or illegal manner undermines the district objectives and will not be tolerated. Unacceptable use of technology includes, but is not limited to, the following:

● Sending or viewing profane, rude or offensive messages or pictures

● Threatening, attacking, insulting, or harassing others (bullying)

● Damaging computers or networks

● Allowing another person to use your password and user ID

● Attempting to access another person's account

● Willful introduction of "viruses" or other disruptive/destructive device

● Attempting to bypass district security and/or filtering systems

● Accessing inappropriate websites promoting violence, hate or pornography

● Violating Copyright laws including but not limited to illegal installation of software and copying the work of others without permission

● Hacking or otherwise attempting to gain access to networks, systems, or accounts you have not been explicitly allowed access to.

● Attempting to join non-district owned / managed equipment to the school network

● Intentionally peeling off serial number, barcode, and/or Student ID

Synchronous and asynchronous platforms.

> **Synchronous** learning is learning that happens at the same time for the instructor and the learners, **meaning** that there's real-time interaction between them. It can happen on- or offline.
> **Asynchronous** learning is learning that doesn't necessarily happen at the same time for the instructor and the learners.

OWL TECH Student Code of Conduct

Student Technology Acceptable Use Policy

Students will be expected to treat district issued devices with respect and care. Students will keep devices inside their cases. If a student willfully damages a district owned device, restitution will be paid. If restitution is not paid, the student will have technology privileges removed.

Students who are found to have violated this policy will be subject to the following consequences depending on factors such as: age of student, degree of harm, severity of behavior, number of incidents, etc. Consequences: Loss of privileges, classroom detention, Conference with Teacher, parents contacted, conference with Principal, in-school suspension, out-of-school suspension, expulsion and law enforcement contacted.

The district will enact measures to filter and/or block offensive material harmful to children. No filtering system is 100% effective. Therefore, parent and staff supervision will continue to be vital concerning student online safety.

Use of district provided technology is a privilege and as such there should be no expectation of privacy on the part of the student pertaining to the contents of personal files. The school district will maintain control over materials on the system or contained in files on the system. At any time, district staff may inspect any student device for compliance with district policies.

Any faculty or staff member may moderate restrictions on student use (such as the amount of time online)

OWL Tech Academic Integrity Agreement

Academic Integrity Student Agreement

1. I will do my own work.
2. I will not copy another person's work, in whole or in part, and turn it in as my own.
3. I will not consult unauthorized material or information during tests unless my teacher gives me permission.
4. I will not plagiarize.
5. I will not copy text, graphics, mathematics solutions, artistic layouts or presentations, or any ideas in any form from another source without proper citation.
6. I will not communicate exam information or answers during or following an exam.
7. I will not provide unwarranted access to materials or information so that credit may be wrongly claimed by others.
8. I will not turn in an original paper or project more than once for different classes or assignments.
9. I will not, in lab situations, falsify or fabricate data or observations, including computer output.

I, student, understand and agree to abide by the OWL Tech Code of Conduct: Student Technology Acceptable Use Policy and Academic Integrity Agreement as stated above.

Student Signature: _____Date: _____

Print Name:

_____

I, as parent or guardian, understand the OWL Tech Code of Conduct: Student Technology Acceptable Use Policy and the Academic Integrity Agreement in effect at OWL Tech.

Parent
Signature:_____Date:_____

Print
Name:_____

The above signatures will be collected at the open house. Please use owltech.online to complete the application process.