**(Yes - even if you are 18 - You still need to do this)**

**I need a parent E-mail response by:  Monday, December 19, 2016**

***Please make sure your student’s name is on the subject line.***

**My E-mail address is:** **jradlick@lsps.org**

**Hybrid classes will begin on Monday, January 19, for those students whose parents have responded affirmatively**

 **I posted this message on my website, mrsradlick.weebly.com, on December 5, 2016 with the instructions to my students to show this to their parents / guardians over the next few days for some open discussion.**

Currently, here at Lake Shore High School, we have begun piloting hybrid or blended learning courses. We have had many successful courses and have been working to improve them and develop others. I am happy to announce that we are to offer this course style for the 2016-2017 school year. Lake Shore High School is offering a Hybrid / Blended Learning Inroduction to Marketing course for our section of Introduction to Marketing.

Education is changing, and we are examining how we deliver instruction to our students, as well as the skills we should be helping them develop, for a successful future.  We are now in a world where learning can happen anytime, anywhere.  Time management is such an important part of life; this course will help our students understand that concept, and learn to manage their time. With many colleges offering on-line / hybrid type courses, this will also help our students prepare for their future.  As a teacher, I need to step outside the box that I am in, and look for better ways to connect with my students and prepare them for the “real world” with real life experiences.

Your student will have a unique opportunity with this hybrid class. Each week, I will send out a Remind text and post on my website the days that students are required to be in class. (Because of the nature of the course, it will vary from week to week. In general, however, we will meet every Tuesday.) If the student intends to stay within the building during class on those days, they should report to the classroom to work on their class materials. On Fridays, students must report to me for feedback and updated information on their course progress. This will allow each student to see where they are in the course and will allow for more one-on-one time between the student and the teacher, for better transfer of understanding and responsibility. Students will also be required to check the website/Blackboard daily to obtain information regarding assignments. From time to time there may also be small group meetings/projects that may take place during their class time. Since this is new for all of us, your student is a vital part in this project. I will need their feedback (and yours) and full participation to see if this can be a successful program.

What can students do with the extra time in their school day?  They can adjust their study schedule so that it fits their needs.  However, they are still responsible for all of the course work required of them.

**When students are not in the classroom, they may have more time to do the following:**

* Work on college applications,
* Work on college entrance essays,
* Search for and complete scholarship applications
* Use online resources that can be accessed here from school and home.
* They can come in and work on other class work - they can use Room 106 or the Media Center
* They can use that time to volunteer someplace in a career interest area perhaps (an Elementary building, medical offices, business offices, church offices, etc.)
* So many things that can benefit themselves and others. As time goes on, we may have more opportunities here at Lake Shore for them

**Here are a few guidelines / ideas that we will be using with this project:**

We will meet on the days announced each week. Students MUST subscribe to my Remind texts to get the schedule. The schedule will also be posted on my website.

Students are welcome to be in class any other day (ride to school drops off / they don’t have their own transportation, need to spend time working on other class work, etc.)  **If students are here in the building they should be with Mrs. Radlick in the classroom or if needed, make arrangements with her to be someplace else in the building.** This may include making appointments to see other teachers, counselors, etc.)  I will be in class every day and available to assist students.

**If a student is missing work, struggling, or has a grade less than a "B" (83%) in class - that student will be required to be in class to catch up, raise his or her grade up, take care of missing work, etc. I will do my best to keep grades up to date so parents and students will know if this rule affects them.)**

All work should be sent to me here through **Blackboard in the Digital Dropbox**, through E-mail, or dropped off to me in person any time during the day).

        Students must:

1. Complete assignments by the deadlines given – typically at midnight the day they are due.
2. Log in to the course a minimum of once a day (by the regular starting class time) to ensure staying up to date with classmates’ and instructor’s postings.

**Participation in the course is expected as follows:**

* + Complete assignments by the due dates posted unless other arrangements have been made with the instructor.
	+ Participate in discussion forums online (and in class on those days of attendance) - through your own response and by responding to other participants as directed.
	+ Discussion board participation will include a concise response to the initial question posed with reasons and examples.
	+ Replies to other members must be detailed and not just comments such as “I agree/disagree.” Explanations are required.
	+ All postings should be thorough and thoughtful.
	+ Use proper Netiquette.
	+ Using all capital letters equates to shouting – for emphasis, use italics.
	+ Avoid sarcasm.
	+ Remain friendly and positive, even if you disagree with one another.
	+ Participate in your group activities that will be directed to you later.
	+ Participate in any chats, video conferences, etc. that are scheduled or make arrangements with the instructor.
	+ Be present, on time, when scheduled to work come to class.
	+ Being late to your class after this period could result in a removal from our Blended Learning opportunity.

It is essential that all participants model proper and legal aspects of academic integrity and copyright laws. All assignments submitted must be the original work of the participant unless otherwise cited. Participants in online courses are expected to adhere to high standards of academic honesty. Through your enrollment in this course, you are agreeing to uphold and observe standards of honesty in your work, ideas, words, and actions.

**Academic honesty prohibits:**

* Cheating on exams or assignments
* Plagiarism
* Using false citations
* Using copyrighted works without citation

 Academic dishonesty, chronic tardiness / absences, not doing your work, creating problems outside of school during class time, etc., will result in conference with Mrs. Radlick, and possibly Mrs. Bross, with possible removal from the class and no credit granted regardless of how much has been completed.

**PARENTS:**

**I'm asking you to email me at:**jradlick@lsps.org**to let me know that you have had this discussion with your student, and that you have read this message here on my website.  You must also know that since students have the opportunity to leave school during the day with the understanding they must return, Lake Shore High School is not responsible for what your student does during their time away.** **Students are responsible for their actions during this class time regardless of their physical location.** Students are NOT required to use the hybrid option.

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