



Creswell Online

STUDENT & FAMILY HANDBOOK

MISSION STATEMENT

Creswell Virtual prepares students for future success by providing a flexible, supportive, and academically rigorous virtual learning experience. In partnership with Greenways Academy, we offer an alternative education pathway focused on real-world skills, personalized instruction, and individual growth.

We are committed to meeting each student's unique learning needs through differentiated curriculum, meaningful engagement, and strong partnerships with families. Our goal is to help every student develop the knowledge, confidence, and skills needed to achieve success in school, career, and life.

WELCOME

We are excited to welcome you to Creswell Online, a dynamic, student-centered program designed to meet the needs of today's learners through flexible, personalized online education.

Creswell Online is committed to helping each student achieve academic success, while also supporting their social-emotional growth and preparing them for life beyond high school. Whether you're attending full-time or supplementing your traditional schedule, Creswell Online offers a supportive learning environment with high expectations, meaningful connections, and opportunities for growth.

We look forward to partnering with you and your family as you pursue your educational goals with confidence and purpose. Welcome to a school community where your learning journey is uniquely yours— and your success matte

Enrollment Agreement Overview

By enrolling in Creswell Online, students and their parent(s)/guardian(s) enter into an agreement to actively participate in the academic program and adhere to the expectations outlined below. These commitments are essential to ensure student success in the virtual learning environment and to maintain enrollment in good standing. Commitments are explained in depth throughout the student handbook. Enrollment at Creswell Online is a privilege, and continued participation is based on the student's adherence to these expectations.

1. Pre-enrollment Requirements

- Prior to enrollment, students are expected to complete an Orientation Quiz for Enrollment with a grade of 100%. This test will be sent out in the students welcome email along with the orientation link. Students **will not** be enrolled in classes until completion of the orientation quiz. This quiz is required for all students returning or new.
- Students can enroll at any time as long as they are **not** currently enrolled in a brick and mortar school with the Creswell school district. If a current student is wanting to switch to the online school, they will need counselor approval.

2. Time Commitment and Coursework

- Students are required to dedicate a minimum of **4-6 hours of school work per day**. This time should be spent engaging in lessons, completing assignments, reviewing materials, and preparing for assessments.
- **Weekly work submission** is mandatory in every course. Regular submission of assignments demonstrates ongoing engagement and academic effort.

3. Academic Progress

- Students are expected to make **satisfactory academic progress**, which is reviewed on a **weekly basis**. Progress is measured by completed assignments, assessment performance, and demonstrated mastery of course content.
- While Creswell Online is a work at your own pace program, we do expect students to keep on track with their school work. In order to accurately show where students are in the system, at the end of each month, any assignment without work submitted 30 days past the suggested submission deadline will be assigned a 0% with the option to resubmit for a higher grade. This will help both students and parents know their students' accurate grades.

4. Intervention and Re Engagement

- In cases where a student falls behind or becomes disengaged, Creswell Online will initiate **intervention and reengagement procedures**. These steps are designed to support the student and help them return to successful participation.
- As a part of the intervention guidelines, students have the option to resubmit past work that has already been graded in the system. If your students are interested in retaking any assignment, they will need to reach out to their individual teacher.

5. Withdrawal Risk

Failure to meet the expectations outlined above may result in administrative withdrawal from Creswell Online. Specific withdrawal criteria include:

- **Truancy:** No work submitted for **5 consecutive school days** without approved excuse.
- **Voluntary Withdrawal:** No work submitted for **10 consecutive school days**, indicating non-

participation.

- **Academic Performance:** Maintaining unsatisfactory academic progress for 3 consecutive months.

6. Creswell Online Trial Period

- All students enrolled in the Creswell Online program will be granted a 5 days trial period.
 - Students are expected to spend time in their classes, submit assignments, and interact with teachers during this 5 day trial period.
 - Failure to meet these requirements will lead to withdrawal from the program.
- It is imperative when deciding a student's start date to take into account the trial period and ensure your student is getting into the system and working.
- Students will be granted access to the system prior to their start date. However, the **5 day trial begins 24 hours after completing the orientation quiz with a grade of 100%**. If the orientation quiz is completed on a Friday, the following Monday will be the students first day.
 - The 24 hours following the orientation quiz completion of 100% will be the students official start date and they will be able to access their class in the system then.
- For the trial period only your core classes are assigned. Once you have been approved past the trial period, your elective classes will be assigned to the online system.

Parent/Guardian Expectations

At Creswell Online, the partnership between school and home is vital to student success in the virtual learning environment. As such, parents and guardians play a key role in supporting their student's academic journey. The following expectations outline how families can help ensure a productive, safe, and supportive online learning experience.

1. Understanding School Policies and Procedures

Parents/guardians are expected to read and review this handbook with their student to ensure understanding of Creswell Online's policies, procedures, expectations, and accountability measures. Ongoing awareness of school guidelines supports student success and compliance.

2. Providing a Supportive Learning Environment

Families must ensure the student has reliable access to necessary technology, including a *computer and internet connection. A quiet, organized, and distraction-free workspace should also be provided to support daily engagement and learning.

*laptops are provided via the school district

3. Monitoring Academic Progress

Parents/guardians should monitor their student's academic progress on a weekly basis at minimum, including checking assignment completion, grades, attendance, and communication with teachers via the Genius dashboard provided by Greenways Academy. Early intervention can help address any challenges before they become barriers to success.

4. Promoting Healthy Routines

Supporting a healthy lifestyle is critical to learning. Parents/guardians are expected to encourage and

maintain balanced routines that include sufficient sleep, regular meals, breaks from screen time, and opportunities for physical activity.

By fulfilling these expectations, parents and guardians help create a foundation for student success and strengthen the collaborative relationship between home and school.

STUDENT ACADEMIC EXPECTATIONS

All Creswell Online students are expected to:

- **Adhere to the Creswell Online Honor Code**, demonstrating integrity in all coursework and communications.
- **Check and respond to school-related emails** to stay informed and maintain consistent communication with teachers and staff make sure to keep track of emails that come into students' genius accounts.
- **Complete and submit all assignments on time**, following course calendars and deadlines. Classes will show students falling behind pace with a red mark indication.
- **Be respectful, responsible, and safe** in all online interactions, including live sessions, emails, and discussion boards.
- **Ask for help when needed**—reach out to teachers, advisors, or support staff when you encounter challenges or have questions. All teachers' email can be found in the students dashboard under course information. Teachers' office hours are also listed under course information in Genius.

Meeting these expectations will help you stay on track, build strong relationships with your instructors, and make the most of your Creswell Online experience.

Important Dates

Creswell Online adheres to the same calendar schedule as the Creswell school district, meaning all holidays and district approved non school days will be honored. However, in order to accommodate end of semester grades we had adjusted the end dates of semester one and semester two to account for grading time needed by teachers.

Semester one last day to submit work: 1/27/2027 (Adjusted for teacher grading)

Semester two last day to submit work: 6/4/2027 (Adjusted for teacher grading) 12th graders last day will be 5/28/2027

Honor Code

As a Creswell Online student, you are expected to:

- Complete your own work without outside assistance unless explicitly approved by your teacher
- Never plagiarize or cheat on assignments, tests, or projects
- Communicate truthfully with teachers, staff, and classmates

- Respect others and their ideas in all written and verbal communication
- Avoid dishonest or disruptive behavior that interferes with learning

Use of AI tools (e.g., ChatGPT and similar technologies) to complete assignments, essays, or tests is strictly prohibited, unless a teacher has given specific permission for such use

Both students and school staff are subject to copyright laws and regulations. Students are expected to:

- Produce their own creative and academic work
- Properly cite all material used from external sources
- Incorporate only legally permissible content, including digital assets such as music, images, or videos, into multimedia or research projects

Consequences for Violations

Violations of the Honor Code may result in:

- A zero on the assignment or assessment in question
- A failing grade for the course
- Removal from the course or program

Maintaining integrity in your academic work is essential to your growth, success, and preparation for future opportunities. Creswell Online is committed to helping you develop the skills, ethics, and responsibility that will serve you well beyond high school.

Grades

Once a student has been assigned to a class, their teacher will email them a welcome email to their Genius account.

- Teachers have up to 72 hours to grade work submitted by students. During stretches of high volume submissions such as the end of semesters and before breaks, teachers have up to a week to get grades to students.
 - If you are in need of grades at a quicker place, please make sure to connect with your individual teachers with enough notice to accommodate grades back.
- Falling Creswell district handbook, passing grades for Creswell Online include anything above a 60%
- Students who are not demonstrating progress after multiple check in and re-engagements initiatives will have their counselor connect with them to discuss next steps.

Maintaining integrity in your academic work is essential to your growth, success, and preparation for future opportunities. Creswell Online is committed to helping you develop the skills, ethics, and responsibility that will serve you well beyond high school.

By continuing with enrollment, both students and guardians acknowledge and agree to comply with these standards and understand the consequences of non-compliance.

Student Signature _____

Date _____

Parent Signature _____

Date _____

School Admin Signature _____

Date _____