



**DeLand High School**

800 N. Hill Avenue  
DeLand, FL 32724

**STUDENT:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Dear Parent/Guardian,**

It is a pleasure to welcome you and your son/daughter to the **2017-2018** Student Technological Academic Remediation (STAR) Program, also called the Odyssey Lab, which begins its 18th year at DeLand High School. This is a Credit Remediation program that serves the students who are in need of academic credits due to previous unsuccessful attempts in their course work. The Odyssey Lab program features alternative teaching strategies, individualized instruction, guidance activities, and improving study habits. The program is designed for students to successfully meet the academic requirements of selected classes and to receive credit at the completion of the course. A program facilitator is present to assist the students with their software and management of the course. All courses are taken via the computer.

Placement in the Odyssey Lab program is **voluntary** with limited enrollment. Your child is eligible to participate in this program. The Odyssey Lab program may include a **summer session**. Success of the student in this program requires the commitment of the student, parent/guardian, school and district. As a parent/guardian, you have the right to an administrative review of any action relating to this placement. You also have the right to request an evaluation of your child for Exceptional Student Education Services.

Please sign below to indicate your agreement or disagreement with this placement. Please feel free to contact Mr. Jeff Dawson (Program Coordinator) to discuss your child's progress. (386) 822-6909 Dawson Ext. 23387.

Sincerely,

Mr. Mike Lucero  
Assistant Principal      Assistant Principal

\_\_\_\_\_ YES, I give permission for my child to be served in this program.

\_\_\_\_\_ NO, I do not give permission for my child to be served in this program.

\_\_\_\_\_  
**SIGNATURE: PARENT/GUARDIAN**

\_\_\_\_\_  
**DATE**

## Grading Policy and Class Procedures (Credit Remediation Program)

The Odyssey Lab is a credit retrieval program. The program requires 60% mastery on ALL assignments, quizzes, and tests. Each student will work quietly at his/her own computer and follow a given curriculum guide for the course that he/she has previously failed in the classroom. Each ULA (Unit, Lesson, Assignment) numbered section must be done in order and must be signed off by the lab manager upon completion with a 60% mastery score before the student can move on to the next lesson.

**Students MUST NOTIFY lab manager before attempting a quiz or test and MUST GET THE APPROVAL of the lab manager before entering a quiz or test.**

As this is an individual based program, each student is required to work at their own computer without distracting other students from concentrating on their work. This requires NO TALKING, LIMITED MOVEMENT, and FULL CONCENTRATION on the task at hand. The computer is the TEACHER, and the lab managers are to assist with computer issues and management of the grading and attendance procedures.

Attendance is necessary and is an integral part of the success of the student. Five (5) or more absences can result in the removal of the student from the program at the end of the semester.

**ALL Quizzes and Tests MUST BE COMPLETED IN THE LAB** under the supervision of the lab manager. **All students are required to keep a portfolio/folder of their work. No folders should leave the lab** Students may access Odyssey outside the lab to watch videos and take notes. **Course grade will be FINAL when student receives a signed hard copy from the Lab Manager as proof of completion.**

If the student runs into a problem or needs to have the lab manager sign off on his/her curriculum guide, he/she MUST wait patiently for their turn without talking or disrupting the other students still engaged in their work.

Since this is a credit retrieval program, a passing grade is not assigned until the course is completed with a mastery level 60%. **Therefore, at each progress report and grading period a grade of “F” will be assigned until the failed course is completed.** Then, a change of grade will be submitted and the student will receive their credit for the previously failed course.

### **School Rules for the Classroom**

NO cell phones. NO sleeping. NO wearing hats. NO chewing gum. NO writing on desks. NO grooming during class. NO CD players or I-Pods. NO dress code violations. Check your student handbook for further information on the correct behavior for the classroom. Please help keep our classroom looking nice.

### **Hall Passes**

Hall Passes are used for passage to restroom facilities. Students will receive three (3) for each nine week grading period. The lab managers will keep record. Please do not abuse this privilege. Passes are never to be used to return to lockers, go to another teacher's room, go to the parking lot, or to use cell phones. According to the school rules, no passes are given during the first or last ten (10) minutes of class.

### Earning Credit in a competency-based course

1. ALL on-line assignments must be completed with at least a 60% mastery or better and tests with a 60% mastery, the overall average must be a 60% or higher.
2. Most scored grades will count in the final course average. Activity Quizzes may or may not be scored, depending on the course.
3. Tests may not be repeated in the same day unless the lab manager gives permission.
4. ALL work must be your own. Students may not assist each other in a course. The school's academic honesty/integrity policy applies in the lab as well as the classroom.
5. ALL school computers are subject to monitoring. There is no right to privacy, and the students **must stay** in the Odyssey course. They will be suspended off the computer, and possibly from school if they violate the DHS computer usage contract. **(NO SURFING THE NET)**

### Behavior and class rules

1. Be in your seat when the tardy bell rings.
2. Stay in your seat unless you have permission to be out of it.
3. Be prepared by having your notebook/folder, notes, paper, sharpened pencil or pen, calculator, and the assignment for the day on your desk.
4. Follow directions the FIRST time given.
5. Raise your hand and wait to be called on before talking.
6. Stay in your course **(No surfing the NET)**
7. Always be respectful.

### Consequences

Warning (Unless intentional or flagrant violation of rules)

Call parents/e-mail or send note home (Unless violation warrants a referral)

Referral to the Dean's office

Severe cases: (Ex: Insubordination, fighting, vandalism, out of control behavior)

Student will be sent IMMEDIATELY to an administrator.