



**Hillsboro School District**  
Virtual Learning with Edgenuity

**Roles & Responsibilities**

To help foster program success, it is important to understand the responsibilities of each person involved in your virtual program.

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| <b>School District</b>                  | Principal<br>(Mr. Dryburgh &<br>Mr. Baesler)              | <ul style="list-style-type: none"> <li>● Set clear academic goals that help establish success metrics.</li> <li>● Define expectations and share program policies with students and their families.</li> <li>● Identify mentor(s).</li> <li>● Observe labs to ensure mentors are following the school's policies, procedures, and program.</li> <li>● Use data to evaluate your program.</li> <li>● Work with Edgenuity to make programmatic adjustments as needed.</li> </ul>  |
|   | Counselor<br>(Ms. Anderson &<br>Mr. Schill)               | <ul style="list-style-type: none"> <li>● Enroll students in courses.</li> <li>● Address any student or parent questions or concerns.</li> <li>● May need to serve in the role of mentor.</li> </ul>  |
|   | Teacher/Mentor<br>(Mr. Strand)                            | <ul style="list-style-type: none"> <li>● Serve as an on-site point of contact for virtual teacher(s), students, and families.</li> <li>● Help students get started.</li> <li>● Ensure student access to resources.</li> <li>● Monitor student attendance and progress.</li> <li>● Motivate students to complete course work.</li> <li>● Address any student or parent questions or concerns.</li> <li>● Communicate any issues to virtual teacher.</li> <li>● Recommend/communicate program withdrawals to counselor and/or administrator.</li> <li>● Manage on-site lab setting (if applicable).</li> </ul> |
| <b>Edgenuity Instructional Services</b> | Virtual Teacher<br>(To start, this will be<br>Mr. Strand) | <ul style="list-style-type: none"> <li>● Personalize learning.</li> <li>● Provide remediation, intervention and enrichment opportunities.</li> <li>● Monitor course activity and attendance.</li> <li>● Grade activities and give feedback.</li> <li>● Host office hours and study hall sessions.</li> <li>● Answer questions about content or assignments.</li> <li>● Provide ongoing progress updates to students, families and mentors.</li> <li>● Recommend/communicate program withdrawals to mentor.</li> </ul>  |
|   | Concept Coach   | Provide on-demand tutoring services in core subject areas. Available at the click of a button, from 8 a.m. to 11 p.m. (Eastern Time), Monday through Saturday.   |



## Hillsboro School District

### Virtual Learning with Edgenuity

|                |                         |   |
|----------------|-------------------------|---|
|                | Success Coach           | Develop and maintain relationships with school/district virtual program mentors<br>Provide support and guidance regarding student success and academic achievement.   |
| <b>Student</b> | Student<br>(Your child) | Understand the expectations for success.<br>Attend courses as agreed upon.<br>Demonstrate time management skills.<br>Take good notes.<br>Communicate with the virtual teacher.<br>Attend study hall or other small-group sessions.<br>Ask the teacher, Concept Coach and/or Success Coach for help. |