

Shelby County New Direction **FAQ** Sheet

1. How are core courses taught at New Direction?

All core course subjects are taught by highly qualified teachers following the pacing guides. No base school assignments are required for core courses at New Direction.

Note: In the case of an Honors or AP course, base school teachers are to send specific assignments *if they choose*. It may be that your student is expected to complete specific assignments as an Honors/AP requirement. **It is your responsibility as the Honors/AP base school teacher to communicate these assignments to the corresponding New Direction teacher.**

2. How are elective courses taught at New Direction?

All elective courses are *monitored* by New Direction teachers. We do not have highly qualified teachers to teach all of the elective courses available throughout the county. Therefore, all elective assignments must be sent by the base school elective teachers.

3. How do we know to send assignments to our students at New Direction?

Once a student completes his or her intake at New Direction, Jerry Wasley, the Electives teacher, will complete a **coursework request form** based on the student's base school schedule. He will then email this form to the necessary base school elective teachers, corresponding ND teachers, the ND counselor (Amy Shannon), the ND administrator (Mike Jones), as well as the base school admin who oversees ND placements.

****You are responsible for sending assignments to your corresponding New Direction teacher-listed on the coursework request form- via PONY or email within **3 days** of receiving the assignment request.**

Shelby County **New Direction** **FAQ** Sheet

4. What is the best way to send assignments?

When assignments have been requested, please send the following:

- Clear, descriptive and detailed instructions on how assignments should be completed.
- Clear, descriptive assignment deadlines
- Any necessary course books/supplies/visuals needed for assignment completion

All of the above requirements will help with accuracy of assignment completion, time management as well as classroom management. In order to keep class disruptions at bay, students need the least amount of “down time” as possible.

5. How are grades given at New Direction?

Core course grades will be given by New Direction HQ teachers since the students are completing ND coursework. Elective course grades **will NOT** be given by the teachers at New Direction. Since all elective assignments are to be sent from the base schools, the elective assignments will be sent back to the base school as it is completed. The work must then be graded by the corresponding base school elective teachers as soon as possible as not to delay any accurate grading reports.

6. How are grades and books returned to the base schools?

Kristie Domovic, the New Direction registrar, will email the core course grades to the base school registrar for:

- All students as they exit ND and return to the base school
- All final grades for students at ND at the end of a 9-week grading period.

You or your base school admin should send over all necessary textbooks via PONY as soon as possible after a student enters New Direction. Michelle Jebeles is the ND contact for textbooks. She keeps a log for all student textbooks sent and received, and collects/sends them back when a student exits New Direction.

The New Direction teachers that are assigned to students for their elective courses will be responsible for sending back the elective work for grading, as well as communicating to the base school elective teachers when the work is on its way.

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7. How are grades to be entered into iNOW upon return from New Direction?

Kristie Domovic will send the core course grades to the base school registrars. The base school registrars will then email these grades to the corresponding base school teachers and cc the base school AP as well as the transition counselor, Tracy Lambrecht. Teachers will then enter in the final grade as explained on the *New Direction Transfer Grade Instructions*.

This keeps us all in a uniformed pattern and will help us keep track of student information.

8. What is E-Room?

Students begin their New Direction placements with Entry Level or what we call, *E-Room*. Upon completion of 5 successful days in E-Room, students will then be placed in their permanent classroom, following their base school schedules. During E-Room, students spend much of the school day completing a Character Education curriculum as well as the *Ripple Effects* program. Successful completion of E-room is determined by a daily point-system.

E-Room is facilitated by Mary Woolard.