Erie's Public Schools
Cyber Choice Academy

Grades K-5
General Information & Parent Guide

816 N. Park Avenue

Erie, Pennsylvania 16502

814-874-6450

Fax 814-874-6456

Jill Crable, Principal

Eric Sandberg, Assistant Principal

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Welcome to EPS Cyber Choice Academy at Emerson-Gridley

We are so excited that you have chosen to be a part of our Cyber Choice Academy! We are here to help you and your student have a successful school year. Please use this guide to help you navigate the K-12 Stride online learning platform. If you have any questions or concerns, please reach out to your child's teacher or any member of the administration. Contact information is below.

K-5 Contacts	Position	Email	Phone
Mrs. Jill Crable	Principal	jcrable@eriesd.org	814-874-6451
Dr. Eric Sandberg	Assistant Principal	esandberg@eriesd.org	814-874-6452
Casey O'Brien	Kindergarten/First	cobrien@eriesd.org	814-230-6160
Caley Nyberg	Support Staff	cnyberg@eriesd.org	
Cathy Borgia	Second	cborgia@eriesd.org	814-402-4050
Lindsey Seib-Kilmer	Third	lseibkilmer@eriesd.org	814-240-8972
Mallory Callahan	Fourth	mcallahan@eriesd.org	814-737-9403
Amber Kreider	Fifth	akreider@eriesd.org	
Stefanie Johnson	Special Education	stefjohnson@eriesd.org	814-313-4166

Arrival Procedures

Cyber labs open for students enrolled at the Cyber Choice Academy at 8 a.m. All cyber students will enter Emerson-Gridley through the location marked "A" on the map below. Upon arrival, students will walk through a metal detector and all bags will be searched. Students will be offered breakfast before being directed to their classroom.

Dismissal Procedures

Cyber labs close for students enrolled at the Cyber Choice Academy at 12 p.m. All cyber students will leave their classrooms and report to the cafeteria for a hot lunch from 12-12:30 p.m. Following lunch, students will exit through the doors marked "B" on the map below. Cyber Choice Academy students are not permitted to reenter the building following dismissal.

Guest or Visitor Procedures

Parents and guardians are welcome to come to the main office, entering the building through the doors marked "A" on the map. After entering through the double doors, you will see a second set of doors with a buzzer to the right of the door. Please press the buzzer once, wait for the secretary to answer, and let the secretary know the reason for your visit. Visitors will pass through metal detectors before proceeding to the main office on the 1st floor. Visitors are not permitted on any other floor of the building.

Attendance Requirements

1. As part of the Erie's Public Schools school district, the Cyber Choice Academy follows the EPS school year calendar.
2. Students MUST log in to their K-12 Stride account each day school is in session in our district.
3. K-12 Stride sets a "Plan" for each student. Students must complete their "Daily Plan" for each school day or will be marked absent.

Submitting Excuses for Student Absenses

School attendance is important and directly affects student success. Whenever possible, please try to schedule doctor's appointments and other commitments outside of school hours. If your child is absent from school, please send an excuse in one of the following ways:

1. Drop off a written note or doctor's excuse, including student's name, date of absence and reason for absence, in person at Emerson-Gridley (816 Park Avenue North).
2. Send an email to the assistant principal, Dr. Eric Sandberg, at esandberg@eriesd.org, that includes the information listed above.
3. Visit the link below or use your smartphone to scan QR code and complete an online form.

Absences will be excused for those reasons listed in the Student Handbook and Code of Conduct. The full EPS Attendance policy is available at https://www.eriesd.org/handbook.

Attendance Link

https://forms.office.com/r/JSjg7chHSp

EPS 2022-2023 CALENDAR

29 First Day of School for Students

AUGUST 2022
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY 2023
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

20 Act 80 Day- Non-Attendance Day for Students

2 Non Attendance Day for Students

5 Labor Day No School

30 Act 80 Day- No School for Students

SEPTEMBER 2022
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MARCH 2023
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

31 Act 80 Day- Non-Attendance Day for Students

31 End of Third Quarter

10 Act 80 Day- No School for Students

OCTOBER 2022
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL 2023
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

3,4,5,6 Spring Break- No School

7,10 District Holiday

2 End of First Quarter
8 Election Day-Flexible Instruction
21 Parent Conference-Non-Attendance day for Students
22 Parent Conference-Non-Attendance day for Students
23-28 District Holiday

NOVEMBER 2022
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY 2023
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

16 Election Day- Flexible Instruction

29 Memorial Day- No School

23,26 District Holiday

27-29 District Shutdown

30 District Holiday

DECEMBER 2022
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE 2023
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

2 Seniors Last Day

6 Last Day for Students

2 District Holiday
16 Martin Luther King Jr. Day-District Holiday
20 End of Second Quarter
23 Recording Day- Non-attendance day for students
24 Beginning of 2nd Semester
27 Act 80 Day- Non-Attendance Day for Students

JANUARY 2023
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

PSSA Testing Dates

ELA/Math/Science
April 24-28, 2023

Make Ups
May 1-12, 2023

4

Any changes to the school year calendar or educational schedule will be communicated by the district via the district website, eriesd.org, the district's Facebook page, and the One Call telephone notification system.

What do I do if the school district calls for a...

PARENTAL DISCRETION DAY?

Cyber labs will be OPEN.

If the school district announces a "Parental Discretion Day," students have two options:

1. Come to the Cyber Lab at the regularly scheduled time, 8 a.m.-12 p.m.
2. Let their teacher know they will not be attending in lab and log into Stride from home and work through their "Daily Plan."

VIRTUAL LEARNING DAY?

Cyber labs will be CLOSED.

If the school district announces a "Virtual Learning Day" students should:

1. Stay home and log in to K-12 Stride to complete their "Daily Plan".
2. Attend scheduled Class Connect sessions.

FLEXIBLE INSTRUCTION DAY?

Cyber labs will be CLOSED.

If the school district schedules a "Flexible Instruction Day" students should:

1. Stay home and log in to K-12 Stride to complete their "Daily Plan."
2. Attend scheduled Class Connect sessions.

"How To" Guides

The pages that follow will help you navigate the K-12 Stride platform, including how to:

- **Check for Daily Materials**
- **Check for Advanced Prep materials**
- **Take attendance**
- **Check grades**
- **Access a recorded Class Connect session**
- **File share**

HOW TO LOG INTO THE LEARNING COACH PLATFORM FROM YOUR PERSONAL DEVICE

1. Type www.eriesd.org in the address bar of your search engine
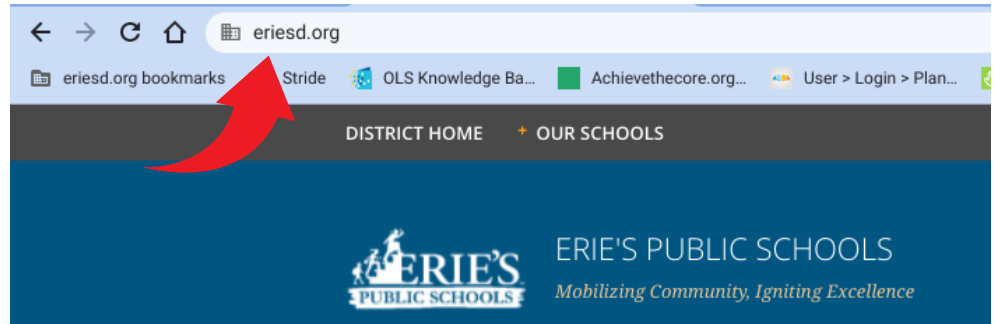
2. Choose "Student"
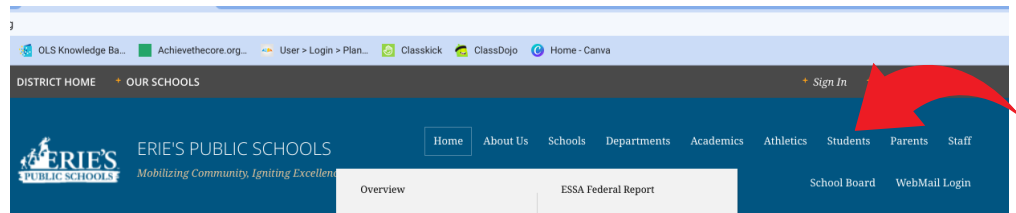
3. Choose EPS Cyber Choice Academy Grades K-8

4. Log into K-12 Stride using your Learning Coach credentials
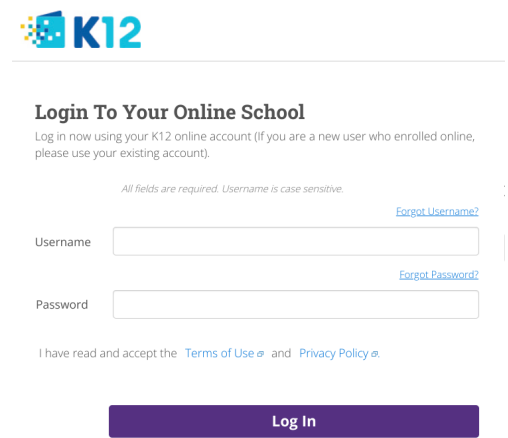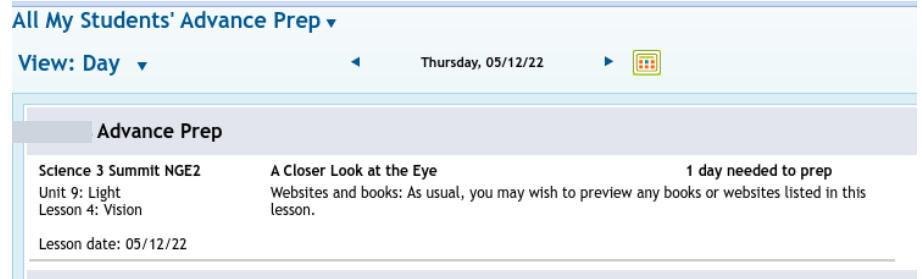
HOW TO CHECK FOR DAILY MATERIALS

1. Click on the "paper clip" icon. A drop down box will appear.

2. Choose "Materials"

3. A list of materials needed for the day will appear.

HOW TO CHECK FOR ADVANCE PREP MATERIALS

1. Click on the "paper clip" icon. A drop down box will appear.
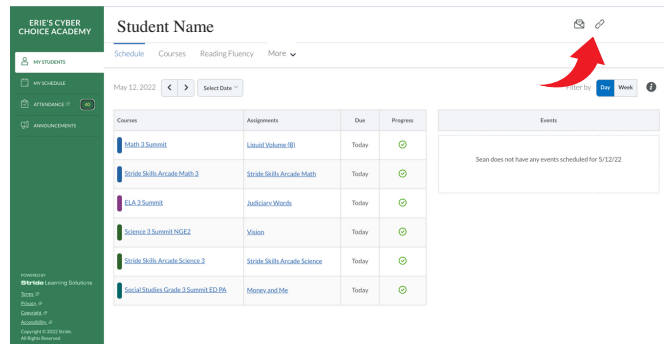
2. Choose "Advance Prep"
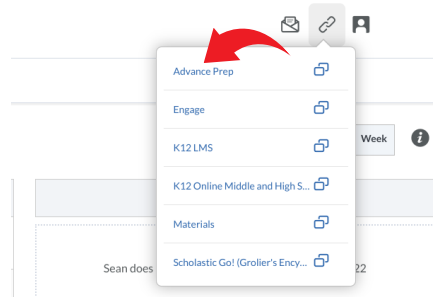
3. A list of materials needed for the day will appear.

HOW TO TAKE ATTENDANCE

Attendance should be taken daily!

1. LOG INTO K-12 STRIDE

1. www.eriesd.org
2. Use the drop down menu in the upper left hand corner.
3. Choose Cyber Choice Academy

Login To Your Online School

Log in now using your K12 online account (If you are a new user who enrolled online, please use your existing account).

All fields are required. Username is case sensitive.

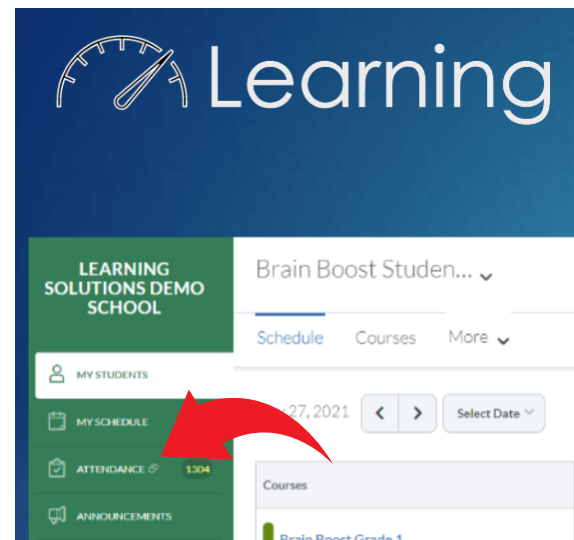Forgot Username?

Username [   ]

Forgot Password?

Password [   ]

I have read and accept the Terms of Use and Privacy Policy.

Log In

2. ATTENDANCE TAB

1. Menu on left side of screen
2. Choose Attendance (3rd one down)

3. ENTER TIME

1. Click on the open box. It will automatically fill in the time the lesson should have taken.
2. If the lesson took your child longer, you can add more time to it.
3. Fill in all sections that apply for the day.

Click Save!

Monday, August 30, 2021

You can edit attendance you've entered today until midnight tonight. Any attendance you've entered before today - or from a prior attendance period attendance. Click **Save** before printing attendance.

Auto-Enter ▼

| Courses	Enter Time	Typical Time for Lesson Completion	Totals-To-Date
Math 2 Summit		60 min	0
Stride Skills Arcade Math 2		20 min	0
ELA 2 Summit		99 min	0
Stride Skills Arcade ELA 2		20 min	0
Science 2 Summit NG		60 min	0
Social Studies Grade 2 Summit ED		30 min	0
Online Learning K-5 21-22		60 min	4 min

Totals: Total Days in School: **4 day(s)**   Time: **0**   **4 min**

Print Attendance

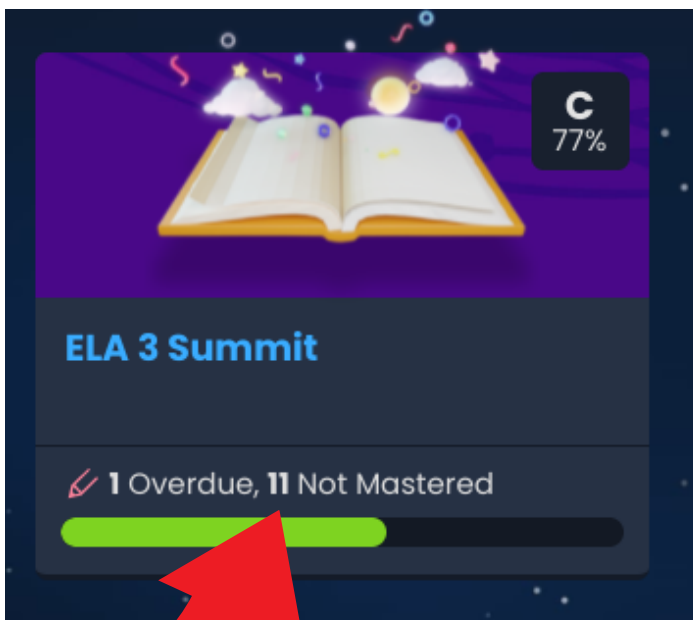Save   Restore   Close

HOW TO CHECK GRADES

1.COURSES TAB

Once logged in, click on the Courses tab on the left of your student's Home Page.
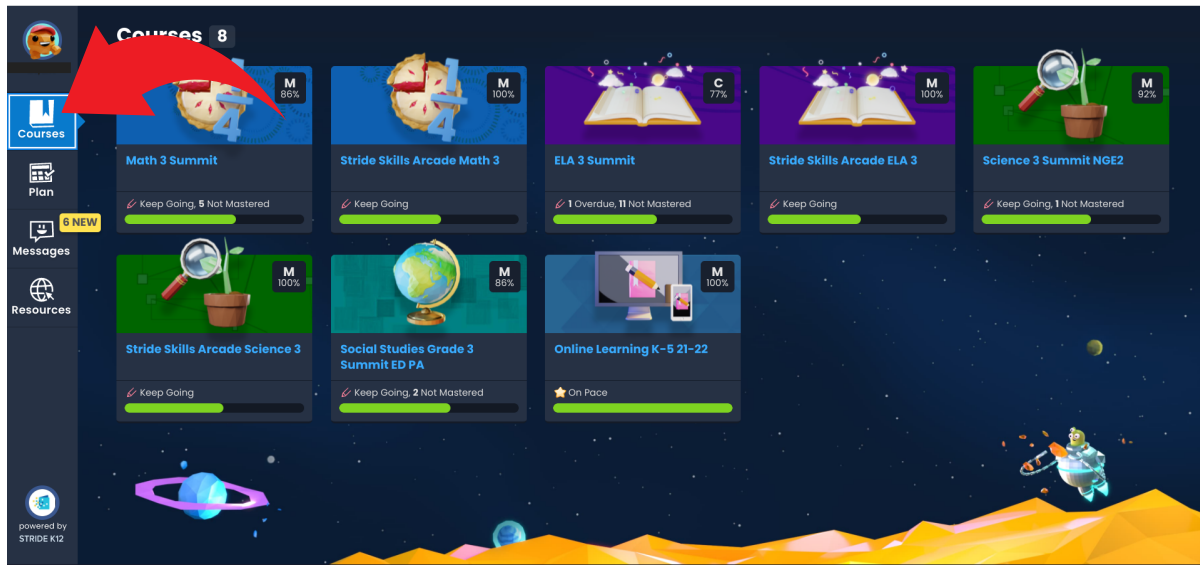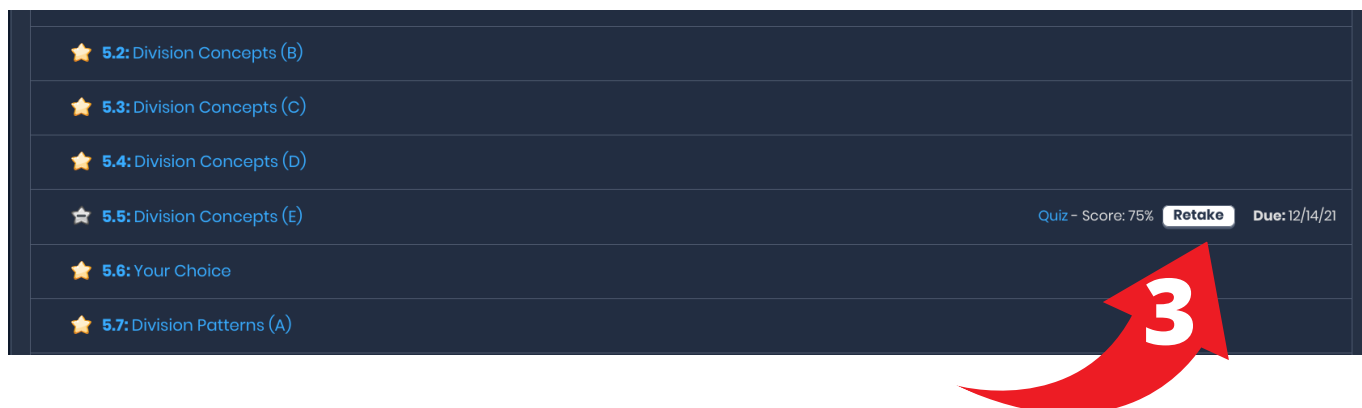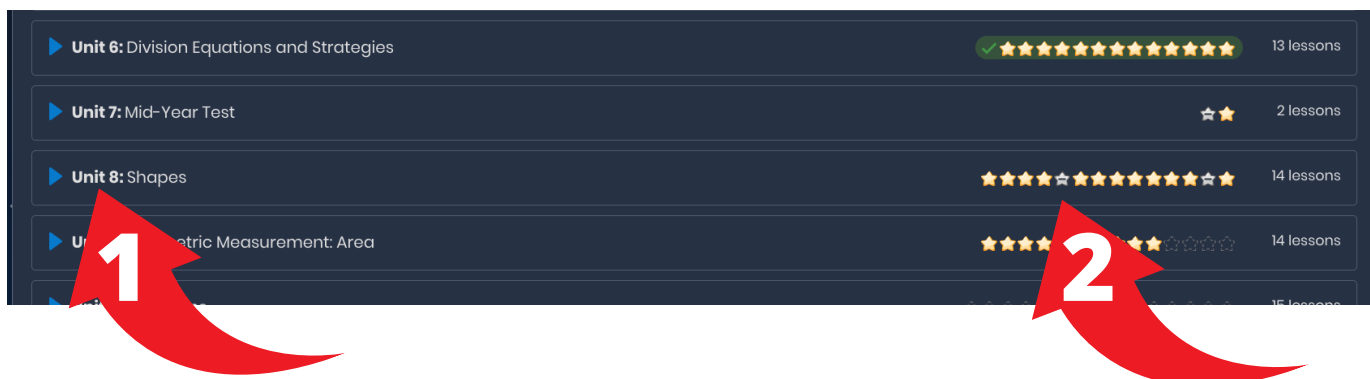

2. OVERDUE/NOT MASTERED

The bottom of each course will list overdue work and work that has not been mastered for that course.

3. CHECK FOR RETAKES

1. Click on the Course you want your child to improve their grade in.

2. Grey stars mean your child did not master a skill and can retake a test.

3. Review your child's previous test/quiz and then ensure your child retakes the test/quiz.

▶ **Unit 6:** Division Equations and Strategies	✓★★★★★★★★★★★★★★	13 lessons
▶ **Unit 7:** Mid-Year Test	☆★	2 lessons
▶ **Unit 8:** Shapes	★★★☆★★★★★★★★☆★	14 lessons
▶ U____ etric Measurement: Area	★★★★___★★★☆☆☆☆	14 lessons

★ **5.2:** Division Concepts (B)			
★ **5.3:** Division Concepts (C)			
★ **5.4:** Division Concepts (D)			
☆ **5.5:** Division Concepts (E)	Quiz – Score: 75%	Retake	**Due:** 12/14/21
★ **5.6:** Your Choice			
★ **5.7:** Division Patterns (A)			

HOW TO ACCESS A RECORDED CLASS CONNECT SESSION

1.PLAN TAB
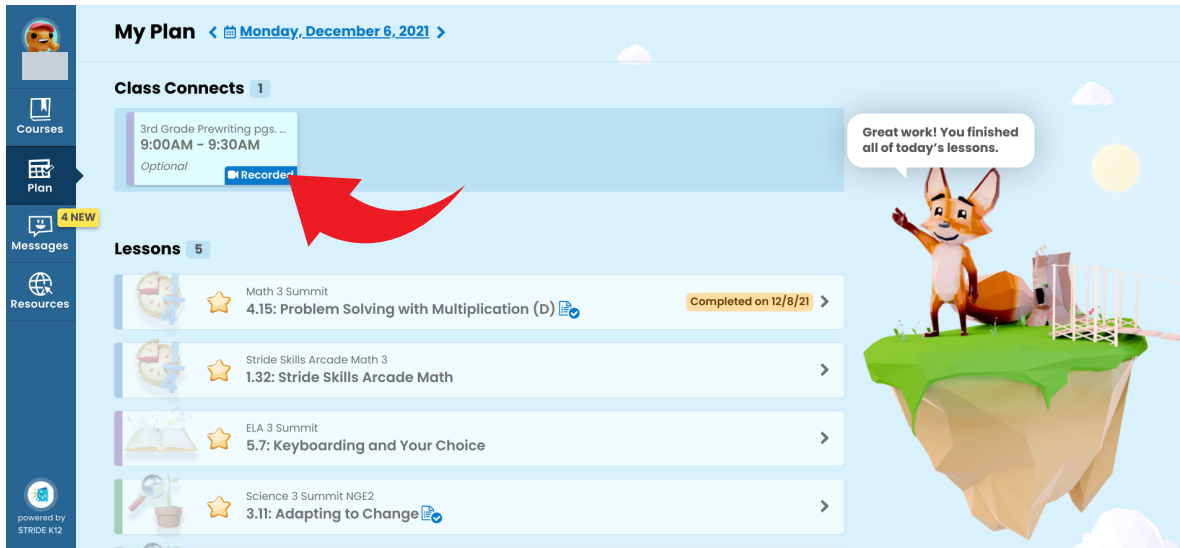
Click on the Plan Tab on the left side of your screen.
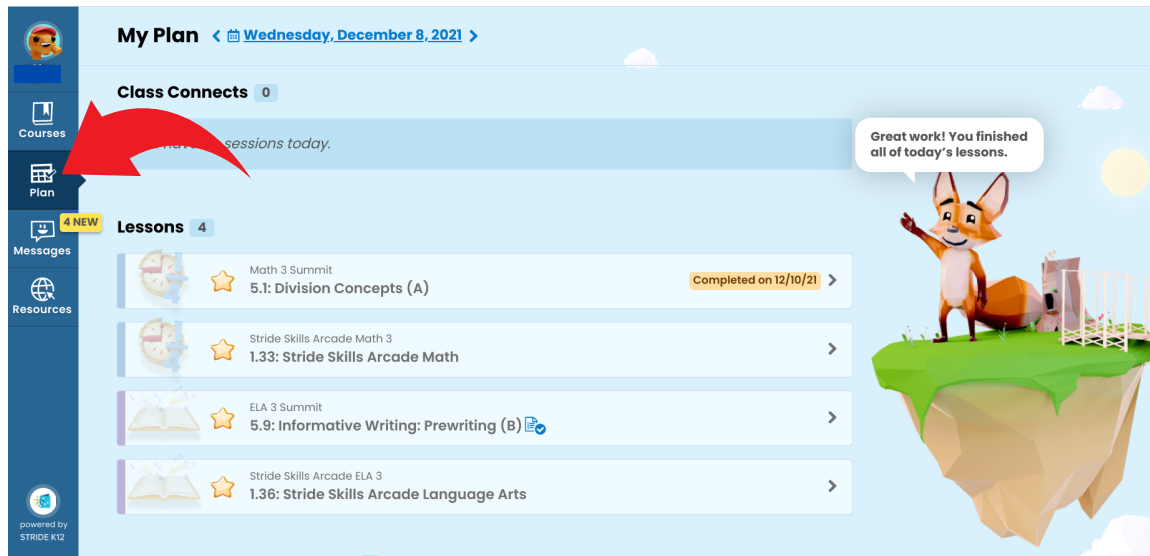
2.CALENDAR

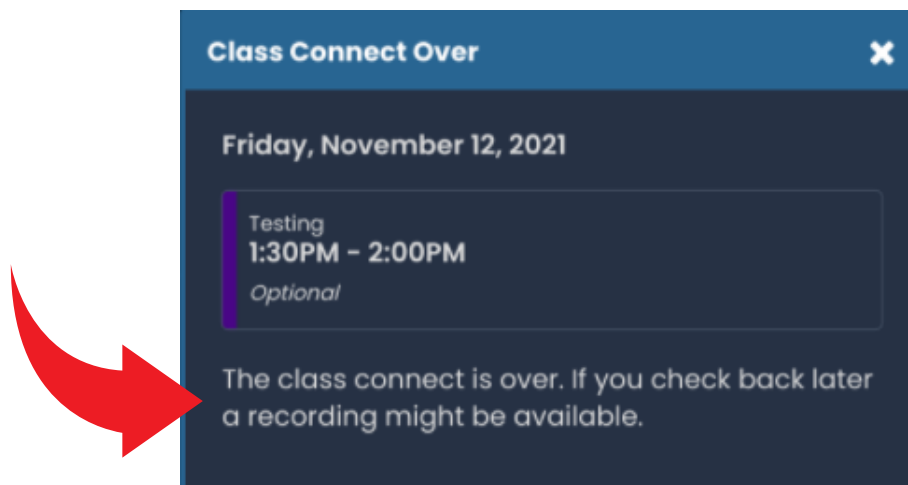Use the calendar to select the date the session was provided.

Contact your teacher if you are unsure of the session date!

Click on the recorded button to begin watching the lesson.

NOTE

If you receive this message, the recording has not been uploaded yet. Please check back again latert.

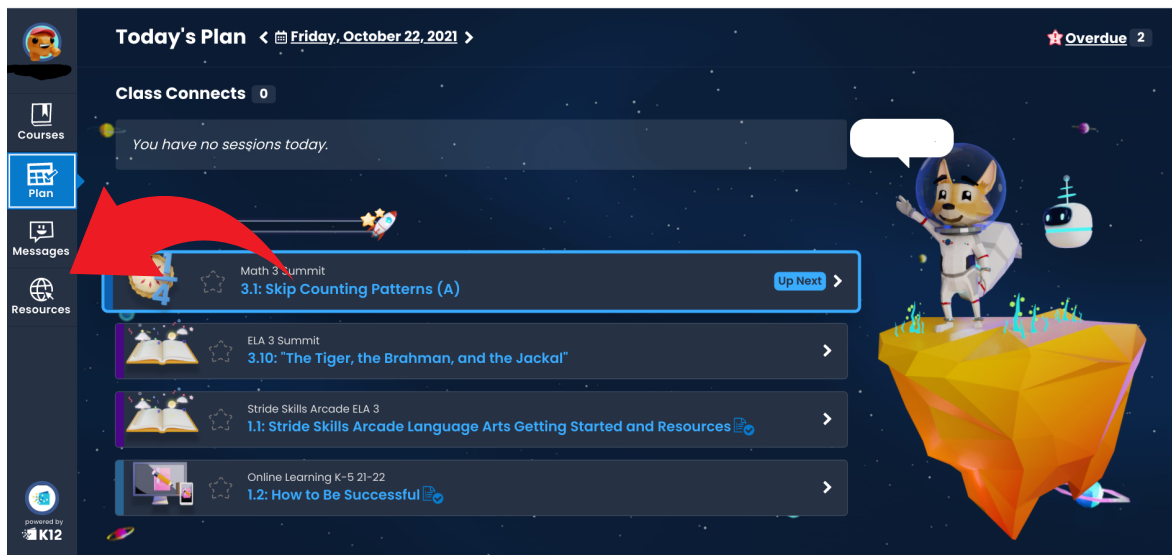# HOW TO FILE SHARE

1.RESOURCE TAB

Click on the Resource tab on the left side of your student's Home Page.

2. FILE SHARE TAB

The File Share button is at the top right corner of the screen.
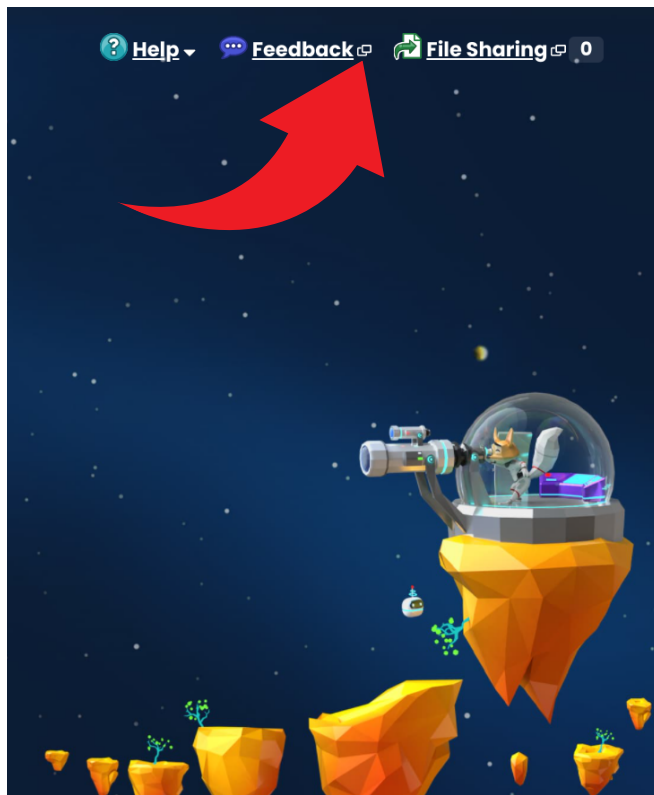
3. ATTACH ASSIGNMENT

1.Click on the Upload button

2. Choose a file to share

File Sharing
0 KB of 1 GB Used (100% free)

About File Sharing

My Files

Shared with me

Create Folder

Welcome to File Sharing! File Sharing enables you to store and share files. View User Guide to learn more about this tool.

Upload

Search Files

Files uploaded by you

Sort By Uploaded Date

File Name

Uploaded By/ Date

There are no files

To Top

0 of 0 files   0 selected

Show All Files
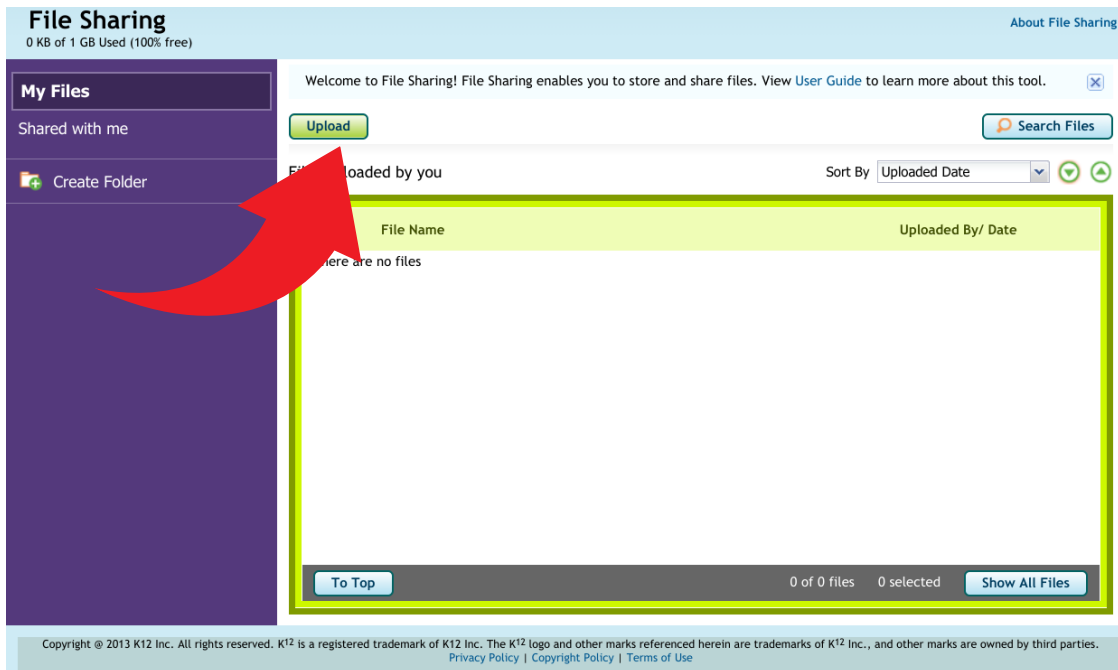
3. You can add another file or click the share button.

File Upload

Selected Files:

13_ELA_AB_02_03_06_TOL_A_WT.pdf
335.38 KB

Uploaded   Share

Add another file

Close
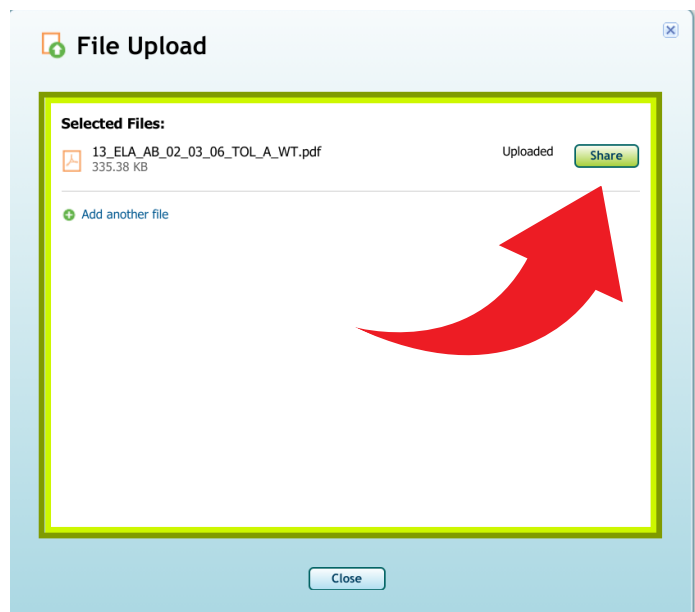
K/1 IPAD SETTING
UPDATING YOUR SAFARI SETTINGS

Kindergarten and First Grade
Stride uses the Safari App

Please follow the steps below to adjust your settings for our
Class Connect sessions.

STEP 1 On the iPad, find and select the settings
icon.

STEP 2 On the left side of the screen, scroll down to find Safari.

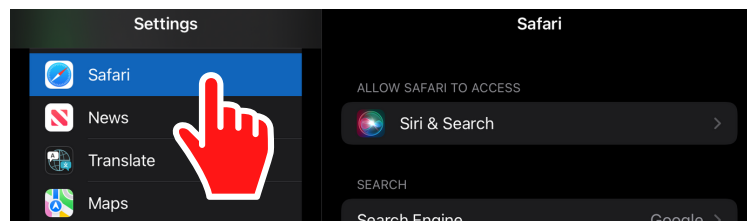| Settings	Safari
Safari	ALLOW SAFARI TO ACCESS
News	Siri & Search >
Translate	SEARCH
Maps	Search Engine Google >

STEP 3 On the right side, scroll to the setting Block Pop-Ups
and turn it off. It should be gray!

Settings	Safari
Airplane Mode	Block Pop-ups
Wi-Fi SDCE_Guest	Extensions >
Bluetooth On	Downloads iCloud Driv
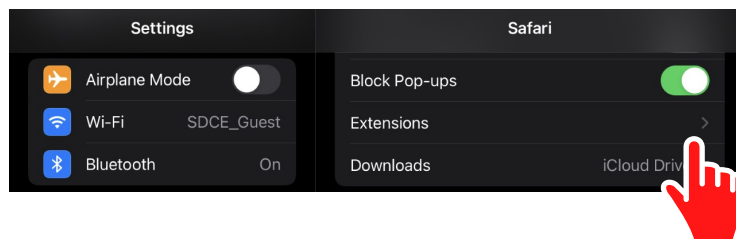
STEP 4 *On the right side, scroll to the camera and microphone
settings. Make sure **Allow** is check-marked for both.*

Ask	
Deny	
Allow	✓
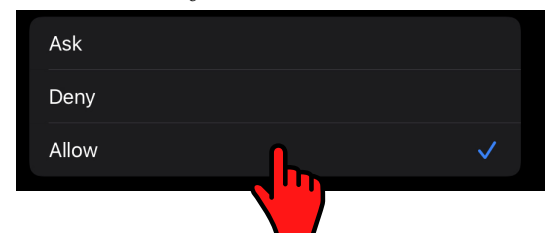
NOTE: *Please reach out to your teacher if this does not fix your
Class Connect issues.*

Required District Assessments

All students will be given the benchmark assessments (screenings) three times per year.

Required district assessments can be accessed through Clever. See Student Guide for instructions on how to log into Clever.

DIBELS is an assessment system designed to assess all students' progress in grade K-5. It assesses the five big ideas of early literacy. These are phonological awareness, alphabetic principles, fluency, comprehension and vocabulary. DIBELS measures have been found to be predictive of later reading proficiency.

Smart Futures is an online career planning platform that helps kids, teens and young adults discover who they are, where they are going, and how to get there. Each year your student will be required to complete several activities.

iReady is a math diagnostic that assesses student knowledge in four main math concepts. It assesses knowledge in numbers and operations, algebra and algebraic thinking, measurement and data, and geometry. It is important to let your student complete this without your help. This assessment sets their learning path in the iReady platform.

Required Pennsylvania State Assessments

Every student in Pennsylvania in grades 3 through 8 is assessed in English Language Arts and Mathematics. Every student in Pennsylvania in grades 4 and 8 is assessed in science. When we have a final PSSA testing schedule (around April), we will mail out the information.

Positive Behavior Interventions and Support (PBIS)

The Cyber Choice Academy and all programs located at Emerson-Gridley utilize Positive Behavior Intervention Support, a nationally recognized model used to improve school safety and promote positive behavior. PBIS also helps teachers, students, and staff review data and make informed decisions about expectations and develop appropriate consequences when those expectations are not met. PBIS calls for teachers to deliver lessons about behavior just as they would about any other subject: When students are aware of expectations and understand them, students are better equipped to meet the expectations. Behavior expectations are taught and acknowledged throughout the school year. Our behavior expectations are centered around three main concepts: being respectful, being responsible and being resilient.

*__Voice choice__: **0** - Silence, **1** - Whisper, **2** - Normal Conversation, **3** - Loud conversation, **4** - Yelling

Emerson-Gridley Expectations

We expect students to be:	Classrooms & Labs	Hallway	Dining Hall	Bathroom	Bus	Class Connect or Zoom
Voice Choice:	1 or 2	0 or 1	1 or 2	0 or 1	1 or 2	1 or 2
Respectful	• Be kind • Keep food/drinks away from devices • Use electronic devices correctly • Follow the dress code • Raise your hand	• Be considerate of others' personal space • Walk on the right side of the hall • Use appropriate language and volume • Stay on your assigned floor	• Use manners • Use appropriate language • Clean up area before leaving	• Follow pass procedures • Return quickly to designated area (go, flush, wash, return) • Honor the privacy of others	• Use manners and positive language • Listen quietly when the bus driver speaks • Keep food/drinks closed and in bookbag • Stay in your personal space	• Keep camera on • Mute yourself • Answer the teacher when called upon • Listen when your teachers and classmates are talking • Keep food/drinks away from devices
Responsible	• Be on time • Stay at your desk or assigned area • Stay on target to finish your work • Actively participate in class and stay awake • Be organized, have class materials and assignments ready	• Pick up after yourself and throw away trash • Follow hall pass procedures • Stay tight to the right	• Be on time • Know your lunch number • Report any problems, concerns, or unsafe situations to an adult • Clean up area before leaving	• Report any problems or concerns to an adult • Clean up after yourself-use garbage cans for trash	• Be on time for pick up and dismissal • Board bus promptly using bus pass or paying fare • Report any concerns to an adult • Stay in your seat	• Be on time • Participate in instruction • Attend required Class Connects or Zoom sessions • Be prepared • Complete daily to do list and or daily assignments and required hours
Resilient	• Set good examples • Do your best • Ask for help or retakes & attend extra help, Class Connects, or Zoom Sessions • Show acceptance of others	• Report any problems, concerns, or unsafe situations to an adult • Be aware of others & your surroundings • Have patience when transitioning	• Use non-violent problem- solving strategies • Wait quietly in line	• Be patient when waiting to use a pass	• Show acceptance of others • Use non-violent problem-solving • Be patient	• Ask for help or retakes & attend extra help, Class Connects, or Zoom Sessions • Request lab hours

Learning Coach Success Contract

My responsibilities as a Learning Coach include:

_____ logging on to K-12 Stride every scheduled school day (see EPS school calendar)

_____ making sure my student completes their daily plan, including worksheets

_____ making sure my student attends all daily Class Connect sessions

_____ bringing my student to Emerson-Gridley for in-person lab sessions if they need help or are failing two or more subjects

_____ communicating regularly with my student's teacher via email or district phone number

_____ monitoring my student's grades, attendance and progress in the cyber program daily through the Learning Coach log in

_____ ensuring my student completes district assessments when scheduled (iReady, Dibels, Smart Futures)

_____ submitting absence excuses within 3 days of my student's absence

_____ entering my student's attendance daily either after they finish a lesson (preferred) or in the Learning Coach tab

_____ checking my email and message board daily for important information from my student's teacher

Learning Coach Signature:_____ Date: _____