



Florida

Florida Disclosure Requirements

Table of Contents

Curriculum & Course Content..... 4

 Source/Origin of Curriculum and Course Content 4

 Specific Research/Best Practice Used in Design..... 5

 Frequency of Revisions 6

 Research Related to Effectiveness of Curriculum 7

 Evidence that Content/Assessments are Accurate, Free of Bias, Accessible for Students with Disabilities, ELL, NCAA Approved..... 8

School Policies & Procedures15

 Nonsectarian 15

 Anti-discrimination..... 15

 Teacher Responsibility 17

 Student Responsibility..... 17

 Parent Responsibility..... 18

 Academic Integrity 19

 Student Eligibility 19

 State Assessment Requirements..... 20

 Attendance/Participation Requirements..... 20

 Enrollment Requirements 22

Certification Status & Physical Location of Staff.....23

Hours of Availability23

Student – Teacher Ratios23

 Teacher Loads 23

Completion/Successful Completions/Promotion Rates in Total and/or Sub-Group.....24

Accountability25

 By Total..... 25

 By Subgroup 25

Staff Turnover26

Percent of Teachers’ Evaluation Based on Student Performance.....26

Percent of Teachers’ in Previous Years with Satisfactory Evaluations.....26

School Grades/AYP.....27

FL District & State Data Reporting Policy28

References29

Section 1003.499, F.S., requires the Provider to publish, for the general public, and as part of this application and any subsequent applications or contracts with school districts, the following information:

- **Information and data about the curriculum of each full-time and part-time program. Please include, at minimum, the source or origin of curriculum and course content, specific research and best practice used in design, the basis for and frequency of revisions, research related to effectiveness of curriculum, evidence that content and assessments are accurate and free of bias, accessibility for students with disabilities, availability of multi-lingual, NCAA approval status for each applicable high school course offered.**

Edmentum/Apex offers a fully accredited virtual school with more than 180,000 annual student enrollments in 46 states and over 2,000 schools and districts. The Edmentum/Apex academies provides a full range of school courses and services that are similar to a traditional brick-and-mortar schoolbut are delivered in a virtual or blended environment. The overall mission of Edmentum is to provide high-quality, student-centric educational options that have the flexibility to meet a wide variety of educational needs for students. Highly qualified, licensed, and certified teachers, school improvement plans, accreditation, and research-based practices are the core of the program. Over 60% of the Edmentum’s/Apex’s teachers have master’s degrees, including 16 holding doctorates. About 30% of the teachers are certified to teach Advanced Placement (AP) courses and 10% are National Board Certified.

This publicly shared information describes the administrative, instructional, and curriculum components of the Academy with preliminary data on course completion rates, average final test scores, and the average time needed to complete a course. The current information on Edmentum/Apex Academy students provided below was collected regarding the **2021–2022** school year.

An overview of the results collected indicate the following:

- 80% of courses scored as proficient and credit eligible
- Median grade percentages:
 - Advanced Placement(AP) courses: 82%
 - Algebra: 65%
 - Electives: 82%
 - English 10–12: 71%
 - Global Languages: 76%
 - Math, excluding Algebra: 67%
 - Social Studies: 71%

The **2021-2022** survey results indicate high levels of satisfaction with Edmentum/Apex’s online classes, teachers, the enrollment and orientation process, and technology:

- Overall, 94% indicated satisfaction with the enrollment and orientation process.
- Of students surveyed, 84% would recommend Edmentum/Apex Academy to a friend.

Curriculum & course content:

a. Source/Origin of Curriculum and Course Content –

Edmentum/Apex Academy

Edmentum/Apex brings more than 50 years of experience in driving significant advances in the digital education industry. The company offers a wide variety of online, innovative solutions spanning a multitude of programs. In 1960, the University of Illinois at Urbana-Champaign created the first online learning platform. PLATO (Programmed Logic for Automated Teaching Operations) was developed to address a pressing need for greater access to high-quality education. Initially funded by a number of grants that supported science and engineering education, including a National Science Foundation grant, PLATO became the first computer-assisted learning system. Early on, learners accessed PLATO through standalone computer systems. Today, Edmentum/Apex Courseware's high-quality, rigorous courses can be accessed anytime from anywhere.

Educational Options was founded by educators in 1997. Its mission was to create outstanding Web-based educational products that support students and teachers inside and outside the traditional classroom. The Edmentum/Apex Academy set out to provide schools with more solutions to keep students engaged in the learning process. In 2011, PLATO Learning acquired the award-winning Edmentum/Apex Academy, expanding and enhancing a comprehensive portfolio of education solutions to include a virtual school solution known as the Edmentum/Apex Academy.

Edmentum/Apex Academy offers year-round rolling enrollment, including courses offered during the summer so that students can always take the courses they need when they need them. Students have 18 weeks to complete a course (eight weeks during the summer), but they can work on courses at their own pace and many students finish courses in less time. Because most courses require two semesters, A and B (½ credit each), courses are designed to cover 180 hours of instruction overall.

Edmentum/Apex Academy courses are all delivered through the Edmentum Learning Framework (ELF). This Web-based course delivery system uses Edmentum/Apex Courseware's extensive online course library to provide rigorous, relevant curriculum that challenges students with a 21st-century approach, engaging them with interactive, media-rich content. Courses consist of lessons, activities, and accompanying assessments. Comprehensive information related to the instructional design and features of Plato Courseware is available in the report: [Research Base and Instructional Design of Edmentum Digital Curriculum](#)

In addition to engaging lessons and activities, each course includes multiple assessment components that allow for formative and summative feedback opportunities. Assessment items are aligned to the Common Core, as well as to state standards, as indicated. The large available item pool contains multiple-choice items and technology-enhanced items designed to assess

high Depth of Knowledge (DOK) levels.

b. Specific Research/Best Practice Used in Design –

Relevance, and Taxonomy for Learning

Bloom’s theories have been refined over the decades. In the 1990s, cognitive psychologist Lorin Anderson worked with educational psychologist David R. Krathwohl to publish an adaptation of Bloom’s work that reflected taxonomy more closely tied to 21st century learning. The Anderson-Krathwohl revision maintained Bloom’s six levels but labeled each level with verbs rather than nouns, reconceptualized Synthesis as Creating, and moved Creating up to the highest level in the taxonomy. The six levels of learning in the Anderson-Krathwohl taxonomy are 1) Remembering, 2) Understanding, 3) Applying, 4) Analyzing, 5) Evaluating, and 6) Creating.

Building on the work of Bloom, Anderson, and Krathwohl, the International Center for Leadership in Education, under the leadership of Dr. Bill Daggett, created a Rigor/Relevance Framework model for learning and student achievement based on two dimensions. The first dimension is rigor, which refers to academic rigor, or level of knowledge and learning, as defined in the taxonomies of Bloom and Anderson-Krathwohl. The second dimension is relevance, meaning the ability to apply concepts or skills to solve real-world problems. Relevance, as defined in Dr. Daggett’s Application Model of Rigor/Relevance, has a five-level continuum:

Level 1—Knowledge in one discipline

Level 2—Applying knowledge in one discipline

Level 3—Applying knowledge across multiple disciplines

Level 4—Applying knowledge to predictable real-world situations

Level 5—Applying knowledge to unpredictable real-world situations

Dr. Dagget’s model demonstrates the application of knowledge or skills from the lowest level of knowledge within one discipline to the highest level, where knowledge is applied to real-world, unpredictable situations.

College and Career Readiness and K-12 Common Core Standards

Today the United States ranks fifteenth out of twenty-nine developed countries in the rate of college completion and tenth in the proportion of 25- to 34-year-olds with at least an associate degree. Currently, between 30 and 40 percent of students enrolling in college require at least one remedial class. Such courses don’t give credits, don’t qualify for tuition aid, and contribute to US students’ low college completion rate. About half of all students who start college never finish. A recent survey of employers found that about 40 percent of the high school graduates they hired didn’t have the skills to advance in their jobs. Many states across the country are engaged in P-20 (preschool through graduate studies) efforts aimed at closing achievement gaps, improving college and career readiness for students,

and raising the proportion of college graduates. More than thirty states now have college- and career-ready standards, according to an Achieve, Inc. report released in 2010.

In traditional classrooms, educators and students arrive with a certain set of expectations, shaped largely by past experiences. Although students may need occasional reminders of what is required of them, this educational setting is familiar to both students and teachers. In addition, decades of research has explored classroom practices related to student achievement and identified instructional strategies that show positive, measurable effects on student achievement in a traditional classroom setting (Hattie, 1992; Marzano, 1998; Wenglinsky, 2002; Marzano, 2003). Teacher level variables associated with raising the academic achievement of students are commonly grouped into three categories: instruction, classroom management, and curriculum design (Marzano, 2000).

In contrast to the considerable research into instructional strategies used in a traditional classroom setting, there is a dearth of literature that examines the effect of instructional strategies on student academic outcomes in an online learning environment. While comprehensive standards for online teaching—such as the International Association for K-12 Online Learning’s (iNACOL/NSQ) 2019 Quality Standards for Online Teaching—have been established, existing frameworks for online instruction are not based on research that has specifically addressed the effectiveness or impact of these guidelines on student achievement.

To address this void, Edmentum contracted with Marzano Research Laboratory (MRL), an education firm led by Dr. Robert Marzano that seeks “to continuously develop tools that translate high-quality education research into practical applications educators can put to use,” to evaluate the relationship between student learning and effective teacher pedagogical practices with respect to the use of online instructional solutions. Using the Marzano Instructional Model (The Art and Science of Teaching, Marzano, 2007) as the framework, this study sought to identify effective instructional practices in the online learning environment. The full report—[Marzano Study: Best Teaching Practices in Online Learning](#).

c. Frequency of Revisions –

*Edmentum/Apex strives for continuous improvement through three quality-driven processes.

- Curriculum Roadmap
- Curriculum Design & Development
- Curriculum Maintenance & Update

*A client survey is also available 24/7 to complete with open-ended sections that are specifically utilized to gather professional services and Edmentum solutions feedback from our clients through our client support site. Several case studies are also completed each year with a variety of clients across the country to ensure we are altering our effectiveness

and improvement strategies.

*Average revision frequency for each course is every 3 years.

d. Research Related to Effectiveness of Curriculum -

Evidence of the Effectiveness of Edmentum/Apex Courseware

Edmentum/Apex Courseware's extensive experience in supporting improved achievement outcomes includes implementations in rural, suburban, and urban districts. In addition, our programs in schools support targeted interventions, multiuse site implementations, and full-school, district, and statewide programs. In many instances, Edmentum/Apex Courseware is used to extend learning resources, including time and instructor access. Following are some recent program efficacy results in sites that use Plato Courseware.

Efficacy and Impact of Edmentum/Apex Academy Courses

Edmentum/Apex Academy is committed to the use of data to guide student instruction and to examine student learning for each semester course completed. The analyses presented below assesses the outcomes of Edmentum/Apex Academy enrollment and offers some insight about the various program implementations. The data also provide a summary of the median amount of time students needed to complete a course and the median score for the final grade.

Research Questions

These research questions highlight course outcomes and course enrollment distribution:

1. What is the percentage of course completions? (Completing a course means that all units within a course are covered or indicated as mastered.)
2. Across all courses completed, what is the pass, or proficiency rate?
3. Across students, what are the median final scores, or grades for specific courses, such as Biology and Physics, or groups of courses, such as STEM, Electives, or Global Languages?

During the **2021-22** school year Edmentum/Apex Academy students' overall completion rate was 85% while the overall successful completion rate was 80% during the **2021-22** school year (this successful completion % includes student who began a course but chose to drop the course soon after beginning a course). Students who did complete all content pieces and all required course assessments (as shown in tables 1 & 2) the passing rate was 80%.

Table 1: Completion Rate

Of the 182,245 course enrollments. 85% were completed, and 15% were dropped.

Courses	Frequency	Percent
Completed	155,397	85%
Dropped	26,848	15%
Total	182,245	100%

2021-2022 School Year

Table 2: Passing Rate

To Pass an Academy course, students needed to complete all unit assessments and the end-of-semester exam with an average of at least 60%. The passing rate for completed semester courses was 80%.

Courses	Frequency	Percent
Pass	103,605	80%
Fail	25,976	20%
Total	129,581	100%

2021-2022 School Year

e. Evidence that Content/Assessments are Accurate, Free of Bias, Accessible for Students with Disabilities, ELL, NCAA Approved –

Edmentum/Apex is committed to supporting our multicultural society and heritage through positive modeling. Courses strive to provide a representative, multicultural balance through our text and images. The learner interface, lesson tutorials, assessments, and documents provided within each course are ad-free.

All curriculum development staff abides by curriculum design guidelines documented in our Instructional Architecture and Writing Style Guide documents. These standards documents help ensure that content is accurate, current, and free of bias or advertising, including specific instructions regarding the following:

- Stereotypes based on culture, gender, religion, socioeconomic status, disabilities, or physical characteristics.
- Illicit, risky, unhealthy, or mischievous behavior.
- Bullying, including ridicule, mean-spirited acts, violence, or aggression.
- For every lesson, a multi-step review and revision process verifies adherence to these standards.

Steps include:

- Subject matter expert outlines all lessons and reviews all lessons, once written.
- Qualified lesson writers write content and propose images for each screen.
- Instructional designer (course lead) reviews all lessons at multiple steps

- throughout the writing and production process.
- An Editor and the Editor-in-Chief review all finished lesson candidates at the end of this process.
- All team members are officially charged to be "keepers of the standards."

Accessibility Features of Edmentum Courseware & Products

At Edmentum/Apex, we are committed to ensuring that our dynamic learning environment is accessible to all students. For students with disabilities, Edmentum/Apex courseware and assessment programs incorporate a number of features to provide language, cognitive, visual, auditory, and physical accommodations. We are taking concrete steps to comply with Section 508 of the U.S. Rehabilitation Act and W3C Web Content Accessibility Guidelines (WCAG 2.0), including:

- Ongoing work of the Edmentum/Apex Learning Accessibility Task Force, which manages our process to ensure accessibility in all new development
- Testing current and future product

Our Design Approach

We strive to design products that are easy to use, mobile-optimized, and accessible to all. We begin by listening to our customers to understand their needs and challenges. Next, we create innovative but simple solutions that empower administrators to make informed decisions, provide instructors with time-saving tools to boost student achievement, and engage students with effective, standards-aligned instruction. Finally, we conduct usability tests prior to release to ensure our products deliver the best possible user experience.

Design for Simplicity

We believe our products should work the way our customers work. Rather than forcing our customers to learn and adapt to our technology, we try to design our technology to work the way our customers expect it to, empowering them to find information, make decisions, and take action with as few taps/clicks as possible.

Design for Mobility

We believe in a mobile-first approach to product design, one that untethers teachers and students from their desks and takes full advantage of the latest advances in mobile technology. We employ touch-friendly user interfaces, emphasize direct interaction with content over traditional navigation, and ensure our products conform to contemporary design standards for mobile devices.

Design for Accessibility

We believe that all users, including those with disabilities, should be able to use our products.

We incorporate a variety of general accommodations to ensure support for all types of disability. These include:

- Keyboard-only navigation with explicit tab-order sequencing and prominent visual focus indicators
- ALT text for all non-text content
- Flexible options versus strict procedural methods
- Learner-controlled pacing and review of instructional sequences
- Audio and audio tools to support and reinforce text

Language and Cognitive Accommodations

Our programs have accommodations to support the following language and cognitive disabilities:

- General processing difficulties, such as brain injuries or other intellectual disabilities
- Specific deficits, such as short-term memory problems and language delay
- Learning disabilities, such as dyslexia, dyscalculia, dysgraphia, and cognitive disorganization.

Though these challenges represent an array of needs, the path to accommodations follows research-based standards for instructional and user interface design. Our learner experience and digital curriculum and assessments provide an intuitive interface and content to support accessibility. The self-paced nature, clean screen layouts, and carefully designed and written instruction make Edmentum/Apex products ideal for users requiring language and cognitive accommodations. Design standards include:

- Carefully controlled chunking of material so learners are not overwhelmed with information
- Graphics that support instruction versus present distractions
- Interactions that keep learners engaged
- Informative feedback for all study, practice, and application questions
- Transitions to cue users about what happens next
- Clear, concise instructions
- Connections to previously studied materials

At this time, we are evaluating support for third-party typing assistive technologies. Further research is planned for evaluating ways to enhance support for dyslexic users. Ultimately, however, its self-paced nature, clean screen layouts, and carefully designed and written instruction make Edmentum/Apex learning products ideal for users requiring language and cognitive accommodations.

Visual Accommodations

Visual acuity problems include three categories: blindness, colorblindness, and low visual acuity. For totally blind users, Edmentum/Apex products require the support of a sighted assistant. To assist colorblind users, we use a color blindness tester to simulate various types of colorblindness that helps to ensure color contrasts throughout the products are meeting the WCAG 2.1 standards. We

continue testing and evaluating our support tools for users with low visual acuity. Many of our programs include audio support for instructional text, reducing or eliminating the need to read on screen text. Our programs rarely have multiple, time-sensitive screen parts that compete for a learner's attention. Instead, the design allows learners with tunnel vision or related problems to focus on isolated screen parts.

Edmentum/Apex digital curriculum and assessments has proven comfortable for learners with low visual acuity who do not require screen readers or screen magnifiers. However, screen magnifiers do help users to follow mouse movements and magnify content. Edmentum/Apex products support the use of screen readers and magnifiers to increase accessibility for visually impaired learners and teachers. We are committed to testing and improving scaling of text using these tools.

Many Edmentum/Apex lessons and assessments require a mouse or equivalent device and cannot be operated exclusively from a keyboard. Thus, learners who require screen readers, screen magnifiers, or who can only use a keyboard and not a mouse may experience difficulty with portions of our library. We are actively implementing changes to existing content and platform to make it fully keyboard accessible.

Visual Third-Party Support Recommendations

In addition to read-aloud and text-to-speech options, blind and visually impaired students use a variety of software programs to assist in completing assignments. Edmentum/Apex recommends the use of third-party resources, like the following, to supplement our accessibility features.

JAWS is a very common software tool for blind students. It reads the content of the computer screen aloud by using optical character recognition (OCR) and synthesized speech output. JAWS is increasingly compatible with more programs and websites, as more web-designers include accessibility in their design. JAWS can also be configured to work with a refreshable Braille display or braille terminal, a device that delivers and displays braille characters through round-tipped pins raised through holes in a flat surface. Screen readers, like JAWS, gather and convert the content, sending it to the display for reading. For optimum accessibility and performance, we recommend using Google Chrome as your browser when using JAWS.

NVDA is a free and open-source screen reader that works best when paired with Mozilla Firefox as the web browser. Its functions are similar to JAWS but may sometimes recognize less content on a webpage. It is also configured to work with a refreshable Braille display. For individuals with low or limited vision, ZoomText magnifies screen content up to 24 times. Combined with the use of a large monitor, ZoomText can be an invaluable tool for visually impaired students.

Auditory Accommodations

Because auditory disabilities are a matter of degree, they are generally addressed through hardware. For users with total hearing loss, the vast majority of Edmentum/Apex learning products provide on-screen text backup and closed captions for instructionally significant audio and video (notable exceptions include Edmentum/Apex Courseware Essential, Fundamental, and Intermediate Reading Strategies, which do not support deaf learners).

Physical Accommodations

Physical disabilities can interfere with a user's ability to manipulate an interface. Most physical disabilities are also addressed through hardware, such as an alternative keyboard and mouse. We are actively implementing measures to make our products fully keyboard accessible.

With rare exceptions, our digital curriculum and assessments are also designed without restricting the learner's time to enter answers, so users whose physical disabilities limit response time will find an accommodating environment.

Conclusion

Edmentum/Apex is committed to our ongoing effort to ensure an accessible learning environment for all students. We take pride in the accommodations we've implemented, and are focused on continued advancements to ensure we meet or exceed WCAG 2.1 standards. Our solutions provide many built-in advantages to assist learners with disabilities. Our activities are self-paced, allowing learners to take the time they need, reviewing materials as often as necessary. Every screen and all instructional sequences are professionally designed, written, and edited for clarity and focus. Audio support provides advantages to all learners.

Finally, the opportunity to personalize the learning environment is extremely motivating for all learners, as it provides a level of ownership and self-direction that readily engages students. We encourage instructors with concerns about the viability of using our digital curriculum and assessments with certain populations to try lesson samples with those groups. We are confident that the results will be positive for teachers and learners alike.

Availability of Multi-Lingual Support/Materials

Based upon the home language survey contained in the admission process, Edmentum/Apex Academy, a review of official student records from the student's prior district, and interview with a placement counselor, students for whom it was determined to be in need of additional language support would be placed in an ELL support section assigned to an ELL endorsed instructor. That instructor would provide one on one support to include:

- Progress Monitoring
- Translated materials
- Study and organization support
- Tutoring

Edmentum/Apex Courseware, also utilized by Edmentum/Apex Academy, provides many built-in advantages when it comes to helping English Language Learners. Our activities are self-paced, allowing learners to take the time they need and review as often as they like. Every screen is carefully designed for clarity and focus. All instructional sequences are professionally designed, written, and edited for clarity. Audio support provides advantages to all learners. Finally, many, many learners find the opportunity to use individualized, computer-based

instruction extremely motivating. We encourage instructors with concerns about the viability of using our courseware with certain populations to try courseware samples with those groups—they are likely to be surprised by the positive results.

Online support is also provided through our Reader Support Tool which includes: Text to Speech, Translation, and Dictionary Look-Up.

The exemptive course Pre-tests at the beginning of every unit provides a way to measure student gaps in learning and quickly deliver online intervention activities and courses individualize automatically for each student. Teachers may also use the Standards Browser tool to locate Plato Courseware resources for IEP support. Teachers' ability to modify learning paths and instructional design standards that make Edmentum's products ideal for learners with language, and cognitive disabilities include:

- Students can be required to retake modules within a Edmentum/Apex Courseware course.
- For students progressing quickly and requiring further challenge, additional activities can be assigned as supplements to the Edmentum/Apex Courseware course, including extension activities, Edmentum/Apex Courseware content titles, and added local resources based on a search of standards-aligned interactive instructional resources from Edmentum/Apex Courseware.
- For those students who are not progressing through the Course successfully or are struggling with a particular concept, part, or all of another Edmentum/Apex Courseware instructional sequence from licensed content titles or added local resources can be assigned to provide additional practice or skills remediation for implementations on Plato Courseware.
- Students control the replay of any portion of the audio without limit.
- The Edmentum Learning Framework (ELF) and curriculum provide students with intuitive, simple navigation. Students sit down and learn how to use Edmentum/Apex Courseware technology in a matter of minutes.
- Instructional design includes the use of mentors who walk students through instructions and reads content aloud.
- Edmentum/Apex provides 24 hour/7 days a week access to accommodate learners with anytime, anywhere access.
- Instructional chunking is carefully controlled so learners are not overwhelmed with information.
- Graphics are used to support instruction, not to distract from it.
- Interactions are used to keep learners involved in the learning process.
- Learners receive immediate, informative feedback for all study, practice, and application questions.
- Transitions are used to cue users about what will happen next.
- Instructions are clear and concise, written by dedicated instructional writers, and edited by professional editors.

- Connections are routinely made to previously studied materials.
- Flexible strategies are routinely taught over strictly procedural methods.
- Learners retain control over pacing and review of instructional sequences.
- Audio supports and reinforces instructional text. High-quality recorded audio is available on the majority of our product line.
- All curriculum is supported by Reader Support functionality. With Reader Support, students are able to copy/paste or type into a text box, select 1 of 4 voices to have the selections read to them. Students may translate text into several languages – Spanish, French, German, Portuguese, Russian, Chinese Simplified, Chinese Traditional, Vietnamese, Haitian Creole, Hindi, Korean, Arabic, Hmong Daw, Polish, Urdu and Japanese. Finally, students may use the dictionary to support comprehension; the dictionary will also translate into Spanish.
- English for Spanish Speakers title may be used to support language acquisition.
- Edmentum/Apex Courseware offers multiple, engaging interactive learning tools such as online journals, calculators, graphic organizers, note-taking, and synthesis activities embedded in the lessons.

NCAA Course Approval

Edmentum/Apex Academies are currently an approved NCAA online course provider. The National Collegiate Athletic Association (NCAA) has traditionally found Edmentum/Apex Academy courses as meeting the requirements for establishing the initial-eligibility certification status for high school student-athletes wishing to compete in college. The courses eligible for all blended and virtual schools managed by Edmentum/Apex have been placed under Extended Review; during these reviews Edmentum/Apex courses will continue to be considered for NCAA eligibility. All nontraditional courses must include ongoing access between the instructor and student, as well as regular interaction for purposes of teaching, evaluating, and providing assistance. This may include, for example, exchanging of emails between the student and teacher, online chats, phone calls, feedback on assignments, and the opportunity for the teacher to engage the student in individual instruction. Through our experiences, Edmentum/Apex has learned that the NCAA suggests 49-51% teacher student interaction, and this should be recorded and monitored in a variety of manners. Each school is listed individually on the NCAA website. Edmentum/Apex courses taught or administered by school districts may also be eligible for NCAA course credit, and each course must be submitted by the district for final NCAA approval.

For a full list of the approved Edmentum & Apex Learning courses, please visit the NCAA website and enter Apex Learning as the school name:

<https://web1.ncaa.org/hsportal/exec/hsAction?hsActionSubmit=searchHighSchool>.

- **All school policies and procedures. To address specific questions in this application, please provide policies and procedures related to the following topics in an easy-to-find location on this disclosure website so they can be reviewed: non-sectarian, anti-discrimination, teacher responsibilities, parental responsibilities, teacher-student interaction, teacher-parent interaction, academic integrity, student eligibility, state assessment requirements, attendance, and participation requirements.**

School policies/procedures:

a. Nonsectarian & Anti-Discrimination-

Edmentum/Apex Academy are nonsectarian in its programs, admissions policies, employment practices, and operations as specified in 1003.499, Florida Statutes.



**Diversity, Equity,
and Inclusion**



**Equal Opportunity
Employer**

At Edmentum/Apex, valuing diversity extends beyond our affirmative action plan – to a complete culture of equitable and ethical business practices. Not only do we actively recruit and promote to increase diversity in the workplace, we build on the foundation of an inclusive community by requiring accountability from every employee to live by and follow Edmentum/Apex core values.

Through a diverse workforce that mirrors our diverse client populations, we're better able to understand our customers and their needs, as well as help position our products and services in the market. By encouraging difference perspectives, ideas, and solutions, we enable our company to think more broadly, be more creative, and strive for flexibility as we encounter numerous environmental and organizational changes. What's more, through a culture of inclusion, fair practices, and equal opportunity, we attract and retain the best employees.

At Edmentum/Apex, diversity management is a strategic approach to running a business. We believe in capitalizing on our differences to align them with business opportunities. Our managers strive to maximize productivity, creativity, and retention of diverse talent – so we can give our broad customer base the best educational solutions.

It has been and continues to be the policy of Edmentum/Apex to provide equal employment opportunity ("EEO") to applicants and employees without regard to their race, color, creed, religion, national origin, ancestry, sex, age, disability, status as a disabled, recently separated, Armed Forces service medal or other protected veteran ("covered veterans"), marital status, status with regard to public assistance, sexual orientation or any other characteristic protected by applicable federal, state or local laws. Furthermore, it is Edmentum/Apex's policy to undertake affirmative action in recruiting applicants for employment in compliance with federal, state and local requirements. (<http://www.edmentum.com/about/careers>)

Careers

Are you interested in a teaching position with the Edmentum/Apex Academy?

We are seeking Virtual Math, Social Studies, Science and English/Language Arts Teachers. The Virtual Teacher is responsible for providing an educational atmosphere where learners have the opportunity to fulfill their potential and for organizing and implementing an instructional program that results in students achieving academic success in accordance with District and state policies and laws. The Virtual Teacher is a highly qualified instructional teacher responsible for the delivery of specified course content in an online, virtual environment.

It has been and continues to be the policy of Edmentum/Apex to provide equal employment opportunity (“EEO”) to applicants and employees without regard to their race, color, creed, religion, national origin, ancestry, sex, age, disability, status as a disabled, recently separated, Armed Forces service medal or other protected veteran (“covered veterans”), marital status, status with regard to public assistance, sexual orientation or any other characteristic protected by applicable federal, state or local laws. Furthermore, it is Edmentum’s/Apex’s policy to undertake affirmative action in recruiting applicants for employment in compliance with federal, state and local requirements. (<http://www.edoptionsacademy.com/careers>)

As a nondiscriminatory independent accredited online part-time course provider for 6-12th grade students Edmentum/Apex’s academies partners with local schools.

https://www.edmentum.com/resources/course_approvals/florida-vip-initiative

b. Edmentum/Apex Academy Teacher Responsibilities-

- [Edmentum/Apex Academy Teacher Handbook](#)

c. Edmentum/Apex Academy Student Responsibilities-

Student Responsibilities

As a student, you have these responsibilities:

1. Follow the Student Code of Conduct. This information is emailed to all students upon registration in Edmentum/Apex Academy. You are responsible for reading the Student Code of Conduct and contacting your Site Coordinator with any questions. By electronically signing the Student Code of Conduct and emailing it to your teacher, you agree to adhere to it.
2. Read the Student Policy Guide. This document details what you must do to successfully complete courses in the Edmentum/Apex Academy.
3. Stay on track with your assigned classes. Your teacher will help you monitor your pace in a class, but make sure you complete assignments on time and to the best of your abilities.
 - Fall and Spring Session classes are one semester, or 18 weeks. You are expected to spend 50 minutes a day on each class, 5 days a week.
 - Summer Session classes are 8 weeks. Class content is not condensed; instead, the amount of class time each day is increased to accommodate the condensed time frame. You are expected to study 4 hours per day, 5 days a week.
 - Effective June 1, 2013, any student enrolling into the Academy must earn a minimum 2.0 GPA in order to graduate.
4. Stay in contact with your teachers. You can email your Edmentum/Apex Academy Teacher directly from the Learning Management System or Student Information System.
5. Stay in contact with your Site Coordinator, the person at your school who oversees the Edmentum/Apex Academy. If you need to drop a class or need more time to complete a class, contact your Site Coordinator.

For full Edmentum/Apex Academies Student Policy Guide & Student Code of Conduct please refer to following links:

- [Edmentum Academy Student Policy Guide](#)
- [Edmentum Academy Student Code of Conduct](#)

d. Edmentum/Apex Academy Parent Responsibilities-

Parent and Guardian Overview

You should have received your login and password in a Welcome email. If you did not receive a login, please contact your student's Site Coordinator.

Please read this entire toolkit carefully so that you are able to support your student. You have access to many of the same tools in the Edmentum/Apex Academy Student Information System (SIS) described in the student portion of this toolkit.

Monitoring Your Student

You can view the classes your student is currently enrolled in by logging into the SIS. Once logged in, you can monitor the student's progress and performance and contact the teacher for each class right from the Dashboard.

Communication

Through the SIS, you can email teachers directly with questions at any time. Teachers are there to support both you and your student. They will respond within 24 hours on school days. However, please note that you will not always be copied on emails that teachers send to students about their day-to-day progress.

You and your student also have the opportunity to connect with your Edmentum/Apex Academy teachers and administrators through Zoom.

The instructor in each course will, at a minimum, conduct one contact via phone with the parent and the student each month.

Parent/Guardian Support

If you need support for a student's specific class, please contact the teacher directly. The teacher's contact information can be found under Course Information.

If you need support for any issue or topic not related to a specific class, please contact the Program Manager by email at info@edoptionsacademy.com or call at **866-890-8153 (Toll Free)**.

Technical support is also available to parents and students by calling Edmentum/Apex Academy at 1-866-890-8153 (Toll Free) or utilizing our 24/7 online tech support website.

- [Edmentum/Apex Support](#)
- [System and Technical Requirements](#)

For full Edmentum/Apex Academy Student & Family Orientation Toolkit please refer to:

- [Edmentum/Apex Academy Student and Family Toolkit](#)

e. Academic Integrity –

Edmentum/Apex Academy Academic Integrity Contract

1. I will do my own work.
2. I will not copy another person’s work, in whole or in part, and turn it in as my own.
3. I will not consult unauthorized material or information during tests unless my teacher gives me permission.
4. I will not plagiarize.
5. I will not copy text, graphics, mathematics solutions, artistic layouts or presentations, or any ideas in any form from another source without proper citation.
6. I will not communicate exam information or answers during or following an exam.
7. I will not provide unwarranted access to materials or information so that credit may be wrongly claimed by others.
8. I will not turn in an original paper or project more than once for different classes or assignments.
9. I will not, in lab situations, falsify or fabricate data or observations, including computer output.

For full Edmentum/Apex Academy Student Policy Guide & Student Code of Conduct please refer to following links:

- [Edmentum/Apex Academy Student Policy Guide](#)
- [Edmentum/Apex Academy Student Code of Conduct](#)

f. Student Eligibility –

Edmentum/Apex Academy will work with contracted school districts to ensure that all students enrolled in our program are eligible to be enrolled through the District Virtual Instruction Program as defined in 1003.499 F.S. Any student found not to be eligible will not be enrolled or will be removed from the program upon knowledge of ineligibility.

Please refer to below links to verify our public policy regarding student eligibility and a preview of an Edmentum/Apex Academy student enrollment application:

- <http://www.edmentumacademy.com/admissions>

g. State Assessment Requirements –

Edmentum/Apex Academy will work with contracted school districts to ensure that all students enrolled in our programs comply with all state testing requirements. That includes working with the school district to make sure students take the state tests in a secured, proctored environment, as well as providing intensive courses (test prep courses) for those students who meet the state requirement to take such courses.

An addition will be added to the student handbook for FL students making their continued participation in the program based on their participation in state mandated tests.

Edmentum/Apex will track each student by cohort year and develop an annual testing plan for each student. That plan will be presented to and verified by the parent. Edmentum/Apex will communicate with each school the students who will be testing in their district to insure a smooth testing experience for all.

Students enrolled through their district using Edmentum/Apex Academy as their FL Approved Course(s) and/or VIP provider are required to participate in State Testing in accordance with their grade level cohort.

Edmentum/Apex Academy will post the state testing schedule at the beginning of the school year and update students and parents as to the necessary tests that must be taken.

Upon review of the student's transcript, a notice will be provided to each student and parent as to the number and name of all tests the student must participate in during the school year. Edmentum/Apex Academy will work with district testing offices to secure the test site location for each student and communicate that location well in advance of the testing date.

Should the student fail to participate fully in the statewide assessment program, the student will immediately be removed from the Edmentum/Apex Academy FL Approved Course(s) and/or VIP programs.

h. Attendance/Participation Requirements –

Edmentum/Apex Academy's secondary education program will adhere to all district school calendar days for all students enrolled in the District Virtual Instruction Program. Since our virtual program is available 24/7 secondary students will be allowed to work at any time.

Both the LMS (Plato Learning Environment) and the Student Information System maintain student usage information and display that usage on a daily basis. Attendance records will be continually kept and may be downloaded or printed for record keeping purposes. Therefore, there is no need for online teachers or parents to keep daily attendance records.

Edmentum/Apex Academy teachers will have the responsibility of monitoring the students'

daily work.

Edmentum/Apex Academy has policies that call for teachers to closely monitor student attendance/work to make sure students are on track and on task.

Through our agreement with any school district, Edmentum/Apex Academy will strictly adhere to any district guidelines regarding attendance that the district virtual school administration establishes as district policy. All our records can be monitored and will be maintained for the purpose of auditing.

For full Edmentum/Apex Academy Student Policy Guide & Student Code of Conduct please refer to following links:

- [Edmentum/Apex Academy Student Policy Guide](#)
- [Edmentum/Apex Academy Student Code of Conduct](#)

Edmentum/Apex Academy FL Approved Course(s) and/or VIP provider Attendance Policy:

Attendance is an important component of a successful virtual school experience. In order to maximize academic growth, students must remain engaged in their classes. Attendance is measured at Edmentum/Apex Academy in two ways:

1. Log Activity recorded in the Student Information System (SIS).
2. Participation by way of assignment completion.

Log Activity

Students must log into their accounts and access their classes each day. A log in to class is the equivalent of attending school each day. Any designated school day where the student does not log into a class will be considered an absence.

Participation

In order to earn credit for a class at Edmentum/Apex Academy, students must complete all course work and pass the Final Exam (End of Semester Test). A pacing guide is set up for each course listing the assignments to be completed each week by the student. If a student fails to complete any assignments for a class during the week, regardless of whether the student logged in, the student will be considered absent from that class for the week.

Reporting to Home District

At the completion of each nine-week period, Edmentum/Apex Academy will report to the home district the attendance and participation for each student.

Truancy

The state of Florida defines truancy as follows:

Florida law defines "habitual truant" as a student who has 15 or more unexcused absences within 90 calendar days with or without the knowledge or consent of the student's parent or guardian, and who is subject to compulsory school attendance.

Students who are determined to be habitual truant; either by not logging into classes each day, or by not participating in each class weekly, will be reported to the home district as truant and removed from the Edmentum/Apex Academy FL Course Approved Course(s) and/or VIP school after consultation with the home district. Warning letters will be sent to the student, parent, and district after 5 unexcused absences, and again after 10 unexcused absences in attempt to successfully intervene and preserve the student's enrollment.

i. Enrollment Requirements –

Edmentum/Apex Academy FL Approved Course(s) and/or VIP provider Enrollment Requirements

Pursuant to 1003.499 of the Florida Statutes, all Edmentum/Apex Academy FL Course Approved course(s) and/or VIP students must meet the following eligibility requirements:

1003.499 Student eligibility for K-12 virtual instruction. —

- (1)** A student may participate in virtual instruction in the school district in which he or she resides if the student meets the eligibility criteria in subsection (2).
- (2)** A student is eligible to participate in virtual instruction if:
 - (a) The student spent the prior school year in attendance at a public school in the state and was enrolled and reported by the school district for funding during October and February for purposes of the Florida Education Finance Program surveys;
 - (b) The student is a dependent child of a member of the United States Armed Forces who was transferred within the last 12 months to this state from another state or from a foreign country pursuant to a permanent change of station order;
 - (c) The student was enrolled during the prior school year in a virtual instruction program under s. 1003.499, the K-8 Virtual School Program under s. 1003.499, or a full-time Florida Virtual School program under s. 1002.37(8)(a);
 - (d) The student has a sibling who is currently enrolled in a virtual instruction program and the sibling was enrolled in that program at the end of the prior school year; or
 - (e) The student is eligible to enter kindergarten or first grade.
- (3)** The virtual instruction options for which this eligibility section applies include:
 - (a) School district operated part-time or full-time kindergarten through grade 12 virtual instruction programs under s. 1003.499(1) (b) for students enrolled in the school district.

- (b) Full-time virtual charter school instruction authorized under s. 1002.33.
- (c) Courses delivered in the traditional school setting by personnel providing direct instruction through a virtual environment or through a blended virtual and physical environment pursuant to s. 1003.498 and as authorized pursuant to s. 1002.321(4)(e).
- (d) Virtual courses offered in the course code directory to students within the school district or to students in other school districts throughout the state pursuant to s.1003.498.

Edmentum/Apex Academy will confirm with student's home district to verify the eligibility of the student to participate in the FL Course Approved course(s) and/or programs outlines in subsection 2, item (a) through (e). If student does not meet these requirements, the student will not be enrolled in Edmentum/Apex Academy FL Course Approved course(s) and/or VIP Programs.

- **Certification status and physical location (state of residence) of all administrative and instructional personnel, to include state certification(s), highly-qualified status, out-of-field, National Board certified, ESOL-endorsed, or similar credential in other state, and reading-endorsed or similar credential in other state.**

Please see below link for full disclosure of Edmentum/Apex Academy certification status:

- [Edmentum/Apex-FL Certified Instructors 2022-23](#)

- **Hours and availability of instructional personnel.**

Hours of availability: Edmentum/Apex Academy personnel are available daily 8am to 5pm.

- **Average student-teacher ratios and teacher loads for full-time and part-time teachers by grade – level bands K-3, 4-8 and 9-12 and for core and elective courses.**

Student-Teacher ratios - 35 to 1 ratios average at all levels for all core and elective courses.

Teacher loads (by bands, core, electives)- Core courses: 30-35 per class based on 6 classes per semester (180-210 total students)

Elective courses: 35-40 per class based on 6 classes per semester (210-240 total students)

- **Student completions (percent completions and percent successful completions) and promotion rates in total and by subgroup*. Student completion calculations are to include all students who complete the enrollment process and at least one lesson or assignment.**

During the **2021-22** school year Edmentum/Apex Academy students’ overall completion rate was 85% while the overall successful completion rate was 80% during the **2021-22** school year (this successful completion % includes student who began a course but chose to drop the course soon after beginning a course). Students who did complete all content pieces and all required course assessments (as shown in tables 1 & 2) the passing rate was 80%.

Table 1: Completion Rate

Of the 182,245 course enrollments. 85% were completed, and 15% were dropped.

Courses	Frequency	Percent
Completed	155,397	85%
Dropped	26,848	15%
Total	182,245	100%

2021-2022 School Year

Table 2: Passing Rate

To Pass an Academy course, students needed to complete all unit assessments and the end-of-semester exam with an average of at least 60%. The passing rate for completed semester courses was 80%.

Courses	Frequency	Percent
Pass	103,605	80%
Fail	25,976	20%
Total	129,581	100%

2021-2022 School Year

- **Student, educator, and school performance accountability outcomes of your virtual program/School. Please include, at minimum, student standardized assessment results in total and by subgroup* (also provide name of assessment), state assessment results, if available, by total and subgroup.**

This publicly shared information describes the administrative, instructional, and curriculum components of the Academy with preliminary data on course completion rates, average final test scores, and the average time needed to complete a course. The current information on Edmentum/Apex Academy students provided below was collected regarding the **2021–2022** school year.

An overview of the results collected indicate the following:

- 80% of courses scored as proficient and credit eligible
- Median grade percentages:
 - Advanced Placement(AP) courses: 82%
 - Algebra: 65%
 - Electives: 82%
 - English 10–12: 71%
 - Global Languages: 76%
 - Math, excluding Algebra: 67%
 - Social Studies: 71%

Standardized Grades/Final Exam Scores

Grade Distribution		
A	90-100	28,650
B	80-90	30,320
C	70-80	24,496
D	60-70	19,853
F	0-59	27,972

- **Teacher/staff turnover rates (new hires divided by total).**

The FT instructional staff turnover rate for the **2021-2022** school year was 3%.

- **Percent of teacher evaluations based on student performance, percent of teachers in previous years with satisfactory evaluations.**

25% of Edmentum/Apex Academy teacher evaluations are based on student performance results.

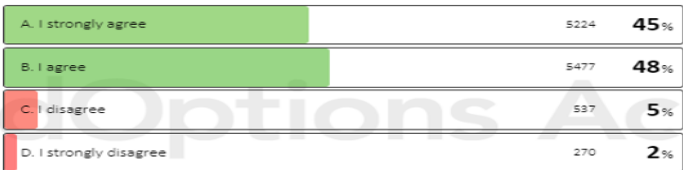
100% of current Edmentum/Apex Academy instructors received satisfactory evaluations last schoolyear (**2021-22**) and thus proved to be 'effective' or 'higher'.

Our FT Instructors are formally evaluated once per year based on goals they set at the beginning of the year. Those goals are linked to school improvement plan for year. School improvement plan includes goals linked to student achievement and successful completion rates.

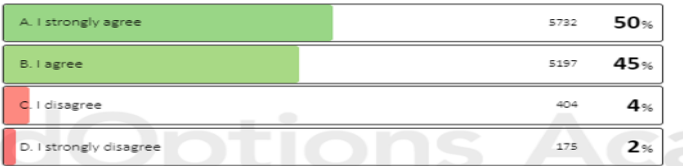
Each full-time instructor with Edmentum/Apex completes an annual goal planning evaluation that includes several factors relative to online instruction and the overall success of Edmentum/Apex Academy. A substantial amount of the teacher goals, and thus a substantial amount of the teacher evaluation is based directly on student performance.

Teacher evaluations also based on following 3 survey questions results completed by students (Overall **2021-22** Student survey results):

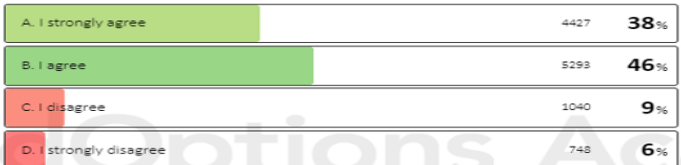
My Edmentum/Apex Academy teacher provided the support I needed to be successful.



My Edmentum/Apex Academy teacher cares about my success in this class.



I would recommend Edmentum/Apex Academy to other students.



Our PT instructors are given feedback on a quarterly basis based on classroom and student management criteria.

- **School grades and AYP, if applicable, other school/program ratings, dropout rates, graduations rates.**

As a nondiscriminatory independent accredited online part-time course provider for 6-12th grade students Edmentum/Apex Academy partners with local schools. Though the Academy provides districts and their students a part-time outlet for courses they may need to reach graduation at their home school district through the Edmentum/Apex Academy accredited program and individual courses the Academy does not provide actual graduation certificates for students. (Student's home districts provide this service). Thus, the Edmentum/Apex Academy is not privy to AYP, promotion and graduation rates from the students served.

FL District & State Data Reporting Policy

Edmentum/Apex Academy, (owned and operated by parent company Edmentum, Inc.), must maintain and provide all of the required information to report to applicable districts and to DOE directly through the use of integrated information systems which are part of and compatible with the statewide comprehensive management information system. This information includes, but is not limited to, comprehensive attendance recordkeeping and reporting, standardized testing and student performance outcome reporting, FTE reports, transfer of transcripts, staff certification information and program accountability reporting. These systems incorporate the appropriate state-required data elements, procedures and timelines for state reporting, local recordkeeping, and statewide records transfer as per Rule 6A-1.0014(2), FAC.

Edmentum/Apex Academy must provide any contracted school district with the necessary data to meet its reporting requirements and timelines pursuant to Rule 6A-1.0014(2), FAC. With over 20 years of experience working with public school districts nationwide, Edmentum/Apex has extensive knowledge and capabilities to meet all comprehensive educational reporting requirements. The learning management system used by Edmentum, in conjunction with the SIS, allows Edmentum/Apex Academy to pull any required student usage, performance, or demographic information to provide the district in compliance with state requirements and timelines.

Data is tracked at a very granular level in the SIS database, both at the student and also at the enrollment level. Districts have direct access to the SIS and can dynamically filter and export data to an Excel spreadsheet or csv file. The Edmentum/Apex Academy SIS also provides the capability of creating dynamic reports that can include any field tracked by the SIS, including student demographics, enrollment data (start/end dates, course name) and performance data (assignments completed, final grades).

Additionally, the Edmentum/Apex Academy SIS can be configured to automatically send periodic reports via FTP or email to a pre-defined address, including the ability to run any arbitrary SQL query against the SIS database. For instance, a district could request that every quarter a report be sent to the district administrator containing a list of all the students who have completed a course, including, among other fields, the student name, course name, assignments completed and final grade. This data would be made available as a csv that could be sent via email or made available through a secure FTP connection.

Finally, the Edmentum/Apex Academy SIS can be configured to make its web services available to districts who wish to make dynamic calls to get real-time academic data.

Security Measures: We only allow authorized internal users (DB admins) to access student data and data in transit is secured by HTTP. All servers are located at Tier 3 data centers with appropriate levels of physical access, including biometrics. All servers are protected by load balancers, traditional firewalls, and web application firewalls.

References

- Digital Learning Now! (2013). 2012 Digital Learning Report Card. Tallahassee, FL: Foundation for Excellence in Education. Retrieved from <http://www.digitallearningnow.com/wp-content/uploads/reportcard/2012/2012ReportCard.pdf>
- Watson, J., Murin, A., Vashaw, L., Gemin, B., & Rapp, C. (2012). Keeping Pace with K-12 Online & Blended Learning: An Annual Review of Policy and Practice. Durango, CO: Evergreen Education Group. Retrieved from <http://kpk12.com/cms/wp-content/uploads/KeepingPace2012.pdf>
- Webley, K. (2013, June 17). "A is for Adaptive." Time, 181 (23). Retrieved from <http://content.time.com/time/magazine>