

## What to Expect From an IDLA Teacher

- The instructor adheres to **the Code of Ethics** for Idaho Professional Educators
- Timely documentation, including end of unit progress (grade) reports and final grades
- The instructor will advertise and be available for office hour(s) at regular intervals throughout the week
- The instructor will ensure instructional modifications required by a special education student's Individual Education Plan (IEP) or 504, are being met.
- The instructor will document all relevant communication entries--including important phone calls, emails, chats, and IM's to students, parents and site coordinators
- A culture of academic writing will be modeled and encouraged. Regular class assignments will be graded within 72 hours (3 days); longer course assignments, projects, course papers, graded within 96 hours (4 days)
- **At least one assignment** in each unit receives **specific and detailed feedback**.
- The instructor will participate in all asynchronous communication activities (discussion boards, wikis, blogs, and voice boards)
- The instructor will make a welcome call home within the first 2 weeks of class.
- The instructor will communicate with an adult if a student's grade falls below 70% on on even numbered progress reports
- In high school and middle school level courses, the instructor will accept all late assignments for at least 50% of value and allow assignments to be redone. This includes alternatives to discussion boards in cases where the student has not participated in a timely manner (see course syllabus for your instructor's specific policy).
  - DUAL CREDIT course note: Late work and assignment redo policies are subject to college or university policies which may not allow for late submissions or assignment re-do's. Please review the course syllabus for your instructor's specific policy.

## What to do if you believe have a need for additional support?

1. email or call the Idaho Digital Learning Alliance instructor
2. email or call the school Site Coordinator or Counselor
3. email or call the Idaho Digital Learning Alliance principal supervising the course
4. email or call the Idaho Digital Learning Alliance Regional Coordinator
5. email or call the Idaho Digital Learning Alliance office  
[support@idahodigitallearning.org](mailto:support@idahodigitallearning.org), or 208 342-0207