

Sheldon R-VIII School District Virtual Learning Program



Student/Parent Handbook

Revised November 2020

Steps to Enroll:

1. Application - fill out the application and turn into the Sheldon HS office.
2. Enrollment period is from 10 days prior to the start of the semester until 5 days after the start of the semester.
3. Review Virtual Learning Handbook and sign the Virtual Learning Contract.
4. The District will approve or deny acceptance into the program within 10 school days of the date the application was submitted to the District.

Virtual Learning Student Success:

Are you ready to be a Virtual Learning Student?

- Good time management skills
- Good communication skills
- Good independent study habits
- Self-motivated
- Basic academic skills to succeed in online coursework
- Technologically adept

Pros of Virtual Learning

- Work at student's pace
- Convenience & freedom of any time/anywhere
- Parents/guardians have the opportunity to be actively involved
- Flexible schedule

Cons of Virtual Learning

- Tech/computer skills such as typing, simple troubleshooting, etc are required
- Potential lack of immediate feedback from the teacher
- Requires access to a computer & internet (The District is not required to provide computers, equipment or internet access except for eligible students with a disability in compliance with federal and state law)
- Parents must have the time available to serve as the "coach" for their student's learning (check progress, answer questions, technical assistance, etc)
- Less socialization when compared to traditional in-class settings
- Limited services & support available in the virtual learning environment
- Coursework may be overwhelming/confusing
- Lack of face to face interaction and help from the course instructor
- Requires an above-average amount of self-discipline, self-motivation, time-management & organization skills for student success.
- Once enrolled in virtual cannot return to seated instruction until the next semester.
- Secondary students are not eligible for MSHSAA extracurricular activities.

Is Virtual Learning right for your student at this time?

- Environment

- Does the student have a quiet and distraction-free place to work on the coursework?
- Do the parents & the student have a plan for the time/place of working on coursework?
- Is the student ready & willing to ask for help when needed?

- Technology

- Does the student have access to the tech required (computer & consistent, high-speed internet)? *The District is not required to provide computers, equipment or internet access except for eligible students with a disability in compliance with federal and state law*
- Are the parents & students capable of problem-solving the inevitable tech issues?

- Coursework

- Do the course(s) meet graduation requirements?
- Is the course approved by the school?
- Have all prerequisites been met?
- Does it meet NCAA eligibility requirements?

Virtual Learning Guidelines:

Guidelines

Attendance in Sheldon R-VIII School District Virtual Learning Program is performance-based. **Students should expect to spend as many hours completing an online course as they would to complete a course in a traditional setting.** Therefore, we measure attendance based on the following:

1. The number of hours logged into coursework (a full-time student needs to be logging at least 6 hours per day on coursework--similar to the amount of time they would be in class at school).
2. Successful completion of assignments in a timely manner.
3. Participation requires two-way communication between the student and on-site Sheldon staff (response to emails, phone calls, etc is expected within 24 hours)
4. Students taking courses virtually are subject to district policies, procedures and rules applicable to students enrolled in traditional courses including, but not limited to, the district's discipline code and prohibitions on academic dishonesty, discrimination, harassment, bullying and cyberbullying.(Policy 6190)

State Testing

All Virtual Learning students are required to participate in Missouri Assessment Program (MAP) and End of Course (EOC) testing when appropriate. MAP and EOC tests measure students' progress toward mastery of the Show-Me Standards, which are the educational standards in Missouri. All testing is conducted at the local school site in which the student

resides.

- MAP: All students in grades three through eight in Missouri will take the MAP test in communication arts and math. Students in grades five and eight will also take the MAP test in science.
- EOC: End-of-Course assessments are taken when a student has received instruction on the course-level expectations for an assessment, regardless of grade level (but typically in high school). EOC tests are required in the subject areas of Algebra I, Biology, English II, and Government.

Violation of Guidelines

A student is considered in violation of the Sheldon R-VIII School District Virtual Learning Program's Success Guidelines if he/she:

1. Is not passing an online course
2. Is not logging in to their online class(es) full time
3. Is more than 5% behind in course completion from their target
4. Fails to respond to a communication from Sheldon staff within 24 hours.

Consequences for Violating Guidelines

Consequences for Violation of Virtual Learning Policy:

1. After 5 days of Virtual Learning if a student is in "Violation of the Virtual Learning Success Guidelines" (stated above), then that student will be placed on probation.
- **A student who is not progressing appropriately may be determined to be ineligible for future Virtual Learning services.

Virtual Course Offerings:

- High School Students courses will be based on the Missouri course offerings in Edgenunity that pertain to our subscription.
- Elementary Students will be enrolled in all grade level appropriate courses.

Sheldon R-VIII School District

Virtual Learning Application

Sheldon R-VIII School District utilizes Google Classroom, Class Dojo, Zoom, Edgenuity, and other resources to provide a virtual academy that offers quality learning options.

**Note: Enrollment period is 10 school days prior to the start of the semester and no later than the first 5 days of the semester.*

1. Please fill out the form below to apply for Sheldon R-VIII School District's Virtual Learning Program. Once the form is completed, return it to the High School office. Please complete a separate form for each student you wish to enroll.
2. Once the request is approved (within 10 days of request), the Instructor will contact you to schedule orientation.

Today's Date: _____ Requested Date of Enrollment: _____

Student Name: _____ Grade _____

Does the student have an IEP? YES NO Does the student have a 504? YES NO

Parent(s)/Guardian Name: _____

Phone: _____ Email: _____

Why are you choosing to pursue Virtual Education?

**For Secondary Students -*

Please list the Virtual Learning courses in which the student wishes to enroll:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

Student Signature

Parent Signature

Counselor Signature

Principal Signature

Sheldon R-VIII School District

Virtual Learning Contract

Student Virtual Learning Agreement

As a student enrolled in a Virtual Learning program, I am aware that it is a privilege to participate in this program and, therefore, I am expected to adhere to the highest codes of conduct and integrity. I understand that virtual learning will require a minimum of one hour of work per day for the number of class periods I have enrolled. I have read, understand, and acknowledge all expectations and guidelines as set forth in this document. I agree to abide by the guidelines as stated.

_____	_____
Student Learner Signature	Date

Parent/Guardian Virtual Learning Agreement

As my child's Learning Coach, I have read and understand the expectations and stated guidelines for my child and agree to support the Virtual Learning program expectations. I understand that participation in my child's education will help determine his/her likelihood of success in the program. Therefore, I will monitor and support my learner in his/her studies. I agree to be accessible and readily available to discuss my child's progress and development. I understand that time management and attendance is vital to the learner's success. I am aware that Virtual Learning requires a minimum of one hour per day for every class period my child is enrolled in Virtual Learning. I understand acceptance into this program is a privilege and my child must maintain the contracts and program guidelines in order to remain enrolled. Failure to meet these expectations may result in dismissal from the program. I understand this is a one semester commitment.

_____	_____
Parent/Guardian Signature	Date

Approval for Virtual Learning:

100% Virtual Learner

_____	_____
Administrator Signature	Date
_____	_____
Counselor Signature	Date