



FLOYD COUNTY BOARD OF EDUCATION
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Dr. Chandra Varia, Member - District 2
Keith Smallwood, Member - District 4
Steve Slone, Member - District 5

Consent Agenda Item (Action Item): Consider/Approve Second Reading for the 2023-2024 Virtual Academy (VA) Handbook.

Applicable State or Regulations: BOE 1.1 Powers and Duties of Board

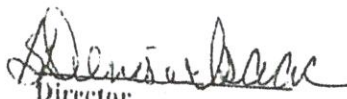
Fiscal/Budgetary Impact: *Approving the handbook has no financial impact on the budget.*

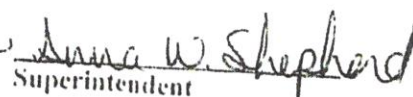
History/Background: As the VA program continues to change, it is necessary to make changes to the VA Student Handbook.

Recommended Action: Approve as recommended. Approval of 23/24 Handbook has no financial impact.

Contact Person(s): Denise Isaac, Chief High School Officer

Date: June 16, 2023


Director


Superintendent

2023 – 2024 Floyd County Schools Virtual Academy

Floyd County Public Schools will provide students a full-time online option. The Floyd County Virtual Academy is designed for student's 6th through 12th grade. Course work is designed to simulate the content and instruction students receive through in-person instruction as closely as possible. The following provides the policies and procedures regarding this program.

Scope and Delivery of the Floyd County Virtual Academy

The Floyd County Virtual Academy will offer a virtual option to students in grades 6 – 12. Students must meet specific requirements to be considered a full-time student . The courses are made available through a Learning Management System (LMS) titled APEX. The students (6-12 grades) will be offered all core courses, electives, AP, Global Language, and Career and Technical Education courses; everything a student needs to earn a district approved diploma.

Each student will also be assigned to a Facilitator. The role of the facilitator is to maintain contact with each student to ensure they everything they need to be successful in the courses. The facilitator will communicate with the home school success coach for a smooth transition. Additionally, the facilitator will provide important information regarding school activities, such as testing dates and locations. **Most Important: The student is required to meet with the Facilitator each week. This may be in-person, virtual platform or on the phone to go over progress.** The student will be eligible to participate in prom and graduation ceremonies at their home school.

Students needing a Multi-Tiered System of Support (MTSS) will receive tiered individualized or small group instruction from either the Facilitator, Success Coach and/or other tutoring services. The Success Coach will be a member of the staff at the student's home school that can meet with the student during or after normal school hours to provide the necessary support to close achievement gaps as well as provide scientifically researched intervention strategies. Tutoring services with the program PLEXXUS will be available one hour each month 24/7 on any subject/content that students will need. The student will schedule themselves once their accounts have been established. Students will also have unlimited homework assistance through the PLEXXUS program. More information to come.

Student will have school counseling services at the home school. If a student is in need of services at any time during school hours, do not hesitate to reach out to the school counselor.

Floyd County Schools/Counselor

Adams Middle School - Kayla McKinney - 606-886-2671

Allen Elementary School - Eddie Fuller - 606-874-2165

Betsy Layne Elementary School - Mallory Roberts - 606-263-6272

Betsy Layne High School - Justin Akers - 606-478-9138

Duff-Allen Central Elementary School - Amanda Kidd - 606-358-0110

Floyd Central High School - Kasey Tackett - 606-358-9200

May Valley Elementary School - Kim Reed - 606-285-0883

Prestonsburg Elementary School - Charla Hopkins - 606-886-3891

Prestonsburg High School - Amy Hughes - 606-886-2252

South Floyd Elementary School - Kim Stumbo - 606-263-6175

Stumbo Elementary School - Kolby Huff - 606-263-6200

Floyd County Virtual Academy Policies

Student Registration

Full time students will fill out the registration form for the virtual academy program through the district website beginning **July 1**. Students/Parents will then be given an orientation date that they **MUST** attend. Students/Parents will be notified two weeks previous to the start of the semester **IF** they have been accepted into the virtual academy.

Home School students will fill out the application form for the virtual academy program through the district website. All home-schooled students from the year before will automatically be accepted into the virtual academy. NOTE: In addition to the virtual academy application, parents must also register students with the school district.

Requirements for State Testing

All **full-time students** will be required to complete **all mandatory testing in person at the home school**. The Floyd County Virtual Academy administration will work with the home school of each full-time student to provide the students with all the information the student needs to attend each testing session at the home school site. All data from the students' testing will be included in the data with their assigned school. Full time students must comply with all Floyd County School District Student Testing guidelines listed in the code of conduct.

Benchmark Assessments

The Floyd County School District periodically administers benchmark assessments to all students. This testing allows students, parents, teachers and other school officials to check-in on how instruction is going. The results of this test determine what types of items have been mastered by students and what items, or what we need to spend more time on to ensure content mastery. All benchmark assessments will be announced well in advance; however Virtual Academy students **will need to complete the benchmark assessment in-person at their home school**.

Course Length

Grades 9 – 12: Secondary Students are given a maximum of **18 weeks** to complete a **Full credit** course. Courses can be completed prior to the 18-week window. During a Summer School session, students have a maximum of 4 weeks to complete a one-half credit course. Courses can be completed anytime within the 4-week period. Class content is not condensed; instead time expectations per day are increased to accommodate the condensed time frame during the summer.

Grades 6-8 will have reading, math, science and social studies classes for the entire school year.

Entry and Withdrawal Policy

Students may enter the Floyd County Virtual Academy **at any** time until the beginning of the final grading period. No new students will be added to the virtual academy during the final grading period unless recommended by an Admissions and Release Committee. Students **MUST** be in compliance to be considered for recommendation to the Floyd County Virtual Academy.

Compliance is NOT LIMITED TO but will include...

1. **ZERO TRUANCY** issues either IN-PERSON or VIRTUAL
2. **REGULARLY ATTENDED GOOGLE MEETS/MEETINGS WITH FACILITATORS DURING SCHOOL YEAR**
3. **COMPLETED ALL ASSIGNMENTS IN ENROLLED CLASSES**
4. **COMPLETED INDIVIDUAL LEARNING PLAN (ILP)**
5. **COMPLETED STATE REQUIRED DIGITAL PORTFOLIO**
6. **PARTICIPATED IN MAP BENCHMARK TESTING... SCORES???**
7. **COMPLETED ALL STATE ASSESSMENTS...SCORES??**

Students in grades 6-12 will have 10 days from the time of enrollment in the Virtual Academy to withdraw from the program, without penalty. Please note that if the student has not met minimum goals in the first 10 days, district administration retains the right to remove such student from the program and enroll the student in their assigned school.

Students in grades 6-12 must remain in the Virtual Academy until the end of the semester. Once a student in grades 6-12 withdraws from the Floyd County Virtual Academy, he/she will not be allowed to return to the Virtual Academy for the remainder of the school year.

Course Content

Secondary Students (Grades 9 – 12): All courses are **full credit**. Courses consist of a blend of self-paced and guided instruction that includes tutorials, mastery tests, and discussions. Each course has a required final exam.

Middle School Students (Grades 6-8) will receive credits for passing the classes. Reading, math, science and social studies will be taught the entire school year.

Course Types (For Secondary Students Only)

All courses are offered in Full Course or Pre-assessment. Full time students will take courses only in the full course mode unless the student needs a course for credit recovery.

Attendance

Students who are admitted to the Floyd County Virtual Academy (FCVA) are required to participate each day in classes and are expected to adhere to the daily schedule. Those that do not meet daily progress and completion of assigned performance tasks for the day will be counted absent.

Students are required to work consistently and to follow the pacing provided by the instructors and/or facilitators. Students may complete more than what the pacing suggests each week and are encouraged to do so. Another important part of attendance is regular communication with the online facilitators, school counselor and/or the Success Coach.

Students are expected to respond within 24 hours to any emails received from faculty. Students in the virtual academy are still subject to local and state truancy requirements. Students not attending virtual class on a regular basis may be exited from the program at any time and will return to in-person instruction at their home school.

Required Hours: Students must login each day that the Floyd County Virtual Academy is in session. The Floyd County Virtual Academy will follow the Floyd County School District's Calendar. Holiday and vacation days will be observed in the same manner. If in-person instruction for the Floyd County School District is canceled, due to inclement weather or some other reason, the Floyd County Virtual Academy will be closed as well.

Recommended Middle / High School Schedule

Students in grades 6-12 at the Floyd County Virtual Academy will be on a block schedule. Students in grades 6-8 will be on a 4 X 4 Block Schedule. In this schedule, students will complete assignments in English/Language Arts, Mathematics, Social Studies and Science throughout the entire school year.

Students in grades 9-12 will work with a Counselor to develop a schedule in which the students will complete and receive 4 credits per semester based upon their career pathway and advisory contract.

Note: Students that receive Specially Designed Instruction through scheduled meetings with District Special Education Staff, shall log-in at the scheduled time which is between the hours of 8:00 AM – 3:00 PM.

Earning Credit and Grading Policy

In order to receive course credit, students must meet the following requirements:

Grades 6 - 12

1. The student will need an overall average of 60%.
2. Students must complete the state assessment.
3. **Students graduating must complete all other graduation requirements as stated by the Floyd County Board of Education such as Digital Portfolio, ILP and other required assignments.**

Grading Scale

90-100	A
80-89	B
70-79	C
60-69	D
0-59	F

Student Advancement and Graduation

Students must meet all established requirements to advance to the next grade level or to graduate with a Floyd County Diploma. Please see graduation requirements in the Floyd County Student Handbook and Code of Conduct. (ADD LINK FOR EASY ACCESS).

Transcripts and Grade Reports

Students and parents may access a student's transcript from administration at Renaissance Learning Center and/or their home school. Grade reports will be issued at the same time all other Floyd County students receive their grade reports. Parents can request grade reports from the following:

- Virtual School Teachers / Facilitators
- Counselor
- Virtual School Principal

Right to Privacy Policy

Floyd County School District respects a student's right to privacy by following the guidelines set forth in the Family Educational Rights and Privacy Act (FERPA). This law protects the privacy of a student's education records. Floyd County School District must have written permission from the student/legal guardian in order to release information from that student's education record.

Multi-Tiered Systems of Support (MTSS)

Students identified as Tier II or Tier III will follow all guidelines set forth by Floyd County Schools MTSS Handbook. Students who are in Tier II will receive at least 60 minutes of small group instruction based on identified area(s) of need.

Tier III students will receive at least 120 minutes of 1:1 and/or small group instruction based on their identified area(s) of need. FCVA students will be required to attend on-campus intervention sessions throughout the school year in person or virtual, as needed, based on progress monitoring data, as described in FCVA contract. All documentation will be collected and recorded by classroom teachers/ facilitators into the Floyd County Schools Student Intervention Plan.

Floyd County Virtual Academy Student Code of Conduct

The Floyd County Virtual Academy adheres to set policies to maintain the academic integrity of its curriculum, students, and staff. The policies address the consequences for noncompliance, as noted below. All students must read and sign the Student Code of Conduct in order to proceed with the enrollment process.

Note: All matters of misconduct will also be handled through Floyd County Virtual Academy Administration and the Floyd County Student Code of Conduct. Please refer to the Student/Parent Resource Guide section on Code of Conduct for further actions that could take place. To view Floyd County's Student Code of Conduct please refer to the Floyd County District Website and select Student Handbook from the menu.

Academic Misconduct

Academic Misconduct, in any form, is not tolerated. Academic misconduct includes, but is not limited to, cheating, plagiarism, copying another student's work or allowing another student to copy your work. If academic misconduct is found, the following consequences will result:

- First offense: zero on the assignment, a written warning, and a note added to the records of the students involved
- Second offense: zero on the assignment and a referral to the administration for possible withdrawal

Defiance of Authority/Insubordination

Disobedience or noncompliance toward any staff member of the Academy or the Floyd County School District is considered Insubordination. **That includes refusal to maintain communication with Academy staff.** An act of insubordination may occur in any situation or communication, including, but not limited to, in an e-mail, during a phone conversation, or in person.

If defiance of authority or insubordination is found, the following consequences will result:

- First offense: referral to a guidance counselor
- Second offense: referral to administration for possible withdrawal

Computer Misuse

Any student who attempts to access the secure information of Academy or its affiliates in an improper manner, uses another student's or staff member's log-in information to gain access to information, intentionally attempts to obtain access to areas or information not open to normal access, or engages in any act similar to the above, has committed a computer misuse. If computer misuse is found, the following consequences will result:

- First offense: Depending on the nature of the offense, the consequences can include a written warning, referral to a guidance counselor, suspended access to courseware, or administrative referral possible withdrawal.
- Second offense: Referral to the administration for possible withdrawal

Anti-Bullying Policy

Cyber bullying, or bullying in any form, is not acceptable behavior for any student enrolled in classes at the Floyd County Virtual Academy. Any student found to be involved in these activities will immediately be withdrawn from the Academy.

Floyd County Virtual Academy uses this definition of cyber bullying:

Cyber bullying is the use of the Internet and related technologies (cell phones, smart phones, etc.) to harass, hurt, embarrass, or humiliate other people. Using these technologies to act or speak in a deliberate, repeated, and hostile manner with the intent to harm others is also cyber bullying or cyber stalking

Internet Acceptable Use Policy

The Internet is a compilation of many networks that supports the open exchange of information for research and educational purposes. The Internet can be accessible to anyone, anywhere, anytime.

Students must understand that by using the network, their actions can be monitored at any time by a teacher or administrator.

Internet—Terms and Conditions of Use

- Users will not be abusive in Academy messages to others. They will not use offensive, obscene, or harassing language during instruction or its affiliates' systems or software.
- Users will not reveal personal addresses or phone numbers of other users.
- Users will not post information if it violates the policy of others, jeopardizes the health and safety of students, plagiarizes the work of others, is a commercial advertisement, or is not approved by the teacher or school administrator. Users will accept responsibility for all materials they link to or upload.
- Users shall promptly report any inappropriate material they receive.
- Users will not attempt to log in to the network using any other user's name and password.
- Users accept and acknowledge that additional documents and paperwork may be required, including but not limited to documents requiring agreement and signature upon the request of Floyd County Virtual Academy administration and/or its affiliates.
- Any and all student-produced Web pages will be subject to the approval of the teacher or school administrator.
- Vandalism will result in the cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy the data of another user, agency. This includes, but is not limited to, the uploading or creation of computer viruses.
- In the event of a virtual field trip, all users will conduct themselves in accordance with the Policy or agreement applicable to the field trip.
- Students and families must agree to and sign the Floyd County School District Acceptable Use Policy.

Academic Integrity Student Agreement

- I agree to do my own work.
- I understand and agree that the student for whom this application is submitted will have access to high-speed internet and will follow the guidelines of use for the District provided laptop.
- I understand that my child will not be permitted to participate in extra-curricular or co-curricular activities that occur on-campus.
- I understand and agree to provide the needed technology requirements to be in place regarding the location of the student between 8:00 AM and 3:00 PM each day.
- I understand and agree that as a family we will monitor student progress and contact the teachers/facilitators with any concerns.
- I understand and agree that students/families enrolled in the Floyd County Virtual Academy shall follow and be held accountable for attendance expectations, regulations and laws.
- I understand and agree that as a family we will ensure student's daily participation in classes and adherence to the daily class schedule. Students not meeting will be counted absent.
- I understand and agree that my child will participate in scheduled instructional activities and be expected to interact with their teachers and classmates during normal school hours.
- I understand and agree that my child will attend mandated assessment sessions on-campus throughout the school year. (MAP Testing, KSA Testing, ACT etc.)
- I understand and agree that my child will attend mandated intervention sessions on campus throughout the school year, as needed based on course progress.

A signed agreement is provided below that all students, full or part time, must sign before beginning any course provided by the Floyd County Virtual Program and its' affiliates.

APPENDIX

Student Code of Conduct Contract

Directions: All students must read and sign this Code of Conduct policy (hereinafter referred to as the "Policy") in advance of proceeding with taking a course in the Floyd County Virtual Academy.

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- Users will not post information if it violates the policy of others, jeopardizes the health and safety of students, plagiarizes the work of others, is a commercial advertisement, or is not approved by the teacher or school administrator. Users will accept responsibility for all materials they link to or upload.
- Users shall promptly report any inappropriate material they receive.
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- I understand and agree that my child will participate in scheduled instructional activities and be expected to interact with their teachers and classmates during normal school hours.

- I understand and agree that my child will attend mandated assessment sessions on-campus throughout the school year. (MAP Testing, KSA Testing, ACT etc.)
- I understand and agree that my child will attend mandated intervention sessions on campus throughout the school year, as needed based on course progress.

By signing below, I agree to adhere to this Policy and refrain from committing any of the violations identified in the Policy. I understand that any violation of this Policy could result in the loss of credit and revocation of access to all instructional materials provided by the Floyd County Virtual Academy, in addition to the other consequences identified herein.

Student's Name	Student's Signature	Date
Parent's Name	Parent's Signature	Date