

# Stewart County

## Virtual School



# Handbook

## **Virtual School Overview**

Stewart County Schools is providing parents the option to enroll their child in a full-time, virtual learning environment for the fall and spring semesters of the 2020-2021 school year. This option is available for students in grades K-12. Making a decision on a semester basis will allow schools to adequately staff both in-person and virtual programs. Families choosing this option will abide by the following expectations for the duration of the first semester (August - December). Information on the second semester will be provided to families no later than November 20, 2020.

## **Virtual Learning Information**

### **Virtual School Platform**

Virtual students grades K-12 will use the EDMENTUM Virtual Curriculum. Students will be able to access their courses 24/7, from any computer connected to the internet. Students will work closely with a licensed Stewart County teacher throughout the semester. Regular communication via video conferencing, phone, and email will take place Monday-Friday 7:45 - 2:45.

### **Virtual School Registration**

Parents must have the attached registration form submitted to each school's principal no later than July 24, 2020 for fall registration. Contact information for each school is below:

Dover Elementary - Bryan Saunders - [bryansaunders@stewartcountyschools.org](mailto:bryansaunders@stewartcountyschools.org)  
North Stewart Elementary - Debbie Grasty - [debbiegrasty@stewartcountyschools.org](mailto:debbiegrasty@stewartcountyschools.org)  
Stewart County Middle School - Donna Gillum - [donnagillum@stewartcountyschools.org](mailto:donnagillum@stewartcountyschools.org)  
Stewart County High School - Ben Duncan - [benduncan@stewartcountyschools.org](mailto:benduncan@stewartcountyschools.org)

### **Providing Devices**

An application for technology can be requested from schools.

### **Academics, Athletics, and Extracurricular Activities**

Students who choose the virtual path will still be eligible to participate in extracurricular activities at his/her school according to the school's policies.

## **Special Education and 504 Services**

Special education, related services, 504, and ESL support services will continue for all students who are eligible. Participating students will have a meeting to ensure that the IEP and/or 504 services are provided appropriately in the virtual environment. The student's IEP and/or 504 teams will determine how to best meet the needs of the student in the virtual classroom environment.

## **Virtual School Grading Policy**

The Stewart County virtual school will follow the grading policy of each student's school. All grades will be put into Skyward and parents/students will receive progress reports and report cards on designated dates. Parents and students will have 24/7 access to grades through Skyward's Family Access.

## **Remote Learning Student Expectations**

Families will be contacted by a virtual teacher prior to the beginning of the first semester to discuss access to the virtual platform, online orientations, and to answer additional questions families may have. Students will have the following expectations in place to help assure success:

- Student will communicate with their teacher via Stewart County Schools' email address, phone, and Google Classroom.
- Student must be available for periodic meetings with the virtual teacher during regularly scheduled school days and hours.
- Student will participate in each overview of the week's learning and maintain pace outlined in each course's syllabus.
- Student will respond to all email from the school within 24 hours.
- Student will complete all assignments and participate in all discussions/activities as outlined by the teacher each week. Student will manage due dates.
- Students and parents will participate in a virtual orientation during the first week of school.
- Students should expect to engage in daily learning 3-5 hours per day (various courses) (Monday - Friday) depending on grade level.

## **Remote Learning Teacher Expectations**

- Teacher will contact each family prior to school beginning to discuss the platform and answer additional questions.
- Teacher will organize and facilitate a virtual orientation and meet & greet for parents and students during the first week of school.
- Teacher will communicate with each student via Stewart County Schools' email address, phone, and Google Classroom.

- Teacher will be available to all families 7:45 - 2:45 Monday - Friday (except when schools are closed) and respond to phone messages or emails within 24 hours.
- Teacher will provide weekly feedback to each student's assignments through email or Google Classroom.
- Teacher will provide an overview of the week's learning goals to each student for each content area at the beginning of each week.
- Teacher will have a minimum of 3 recorded interactions with each student per week. Interactions: whole group or one-on-one; video or email.
- Teacher will be available to have set hours each day to provide additional feedback, tutoring, or additional support.
- Teacher will post grades weekly in Skyward.
- Teacher will keep calendar updated in Google Classroom.
- Teacher will contact parents if student does not participate in the week's learning. Parent will be contacted via email or phone. If problem persists, a meeting (virtual or in-person) will be set up with the teacher, parent, student, and school administration.
- Teacher will respond to all email within 24 hours.

### **Continuation of Virtual Learning**

Continuation in the virtual environment will be based upon successful completion of the first semester courses and approval of supervising school administrators. If at any point during the semester a student demonstrates poor progress, a meeting will be held to discuss methods to support the student. If the student continues to not make adequate progress, the school may revoke the privilege of the virtual option.