



BBPS K - 12 Virtual Learning Policies and Procedures



Program Description

BBPS K - 12 Virtual Learning is an online academic program that utilizes online programs/platforms and teacher assistance from highly qualified teachers. Through this program, students are offered access to fully accredited courses that fit students learning styles and paces. By monitoring student progress, teachers and coordinators ensure student mastery of content before continuing instruction.

Program Goals

- To provide a rigorous online curriculum to virtual students.
- To provide access to online curriculum for credit accrual.
- To make certain students meet necessary requirements for graduation and completion of coursework.
- To improve student motivation and personal responsibility through mentorship.
- To ensure student success with online curriculum by providing virtual mentoring and instruction.
- To provide daily support on regular school days during school hours.

Student Definitions

- **Full Time Virtual** – off-campus students enrolled with a fully online curriculum.*
- **Part Time Virtual**** (grades 6 -12 only) – students enrolled in off-campus core classes thru Edmentum Courseware and on-campus elective courses, for a total of 7 courses.*

Plans in this document are subject to change as new information becomes available or as new situations arise related to COVID-19

*To compete in OSSAA sanctioned programs for the 2020-2021 school year, students must attend all courses associated with the OSSAA sanctioned programs (i.e. athletics, band, etc.)

**** *Transportation will not be provided by the district for students choosing Virtual learning.***

Student Admissions Policy

Any student in grades K-12 may enroll in the BBPS K-12 Virtual program. All students must agree to the policy concerning the Virtual program regarding online conduct, behavior and attendance. Specific admissions requirements are outlined according to student definition:

● Full / Part Time Students

- All applicants must be a student enrolled with Broken Bow Public Schools to receive course credit through BBPS K-12 Virtual program.
- **In District Students-** may apply for virtual program by completing the appropriate Virtual application
- **Out of District Students-** Students are responsible for obtaining a transfer into the Broken Bow Public School District before they can be accepted into the BBPS K-12 Virtual program.
- Students may not be enrolled in more than 7 courses during the school day, including virtual classes.

Access to Curriculum

Students are required to provide their own device and internet access, or prove a need for a district provided device and access point, if available. Service for personal computers will not be provided by the school district. While on campus students will be provided computer access, or may bring their own device and access the school Wi-fi. When accessing from home, please open in a Chrome or Firefox browser. Chrome seems to work best. Chromebooks are the recommended device for virtual learning as they are the most user-friendly with respect to the online platforms for instructional delivery.

Plans in this document are subject to change as new information becomes available or as new situations arise related to COVID-19

Student Academic Policy

All students will follow the Broken Bow Public Schools academic calendar.

Attendance Policy

Students are expected to log into the assigned digital instruction program/platform (Google Classroom and/or Edmentum Courseware/Exact Path) and complete all assignments posted. Students must stay on track with weekly assignments in all assigned courses. Attendance will be determined by the amount of work completed.

Students are required to communicate virtually with the program coordinator and/or teachers regularly, and are to maintain regular online progress. Students may advance through course work faster, but are required to maintain minimum progress.

- Low activity or Inactivity - Students who fall behind in courses and who show no effort to get back on track may be removed from the Virtual program and enrolled in Traditional on-campus courses.

Communication

- All students enrolled in the program must have a current email address or must check the Edmentum Courseware/Exact Path/Google Classroom messaging system daily (preferred method) for communication purposes.
- Students are expected to contact the Virtual program Coordinator, Teachers, or Tutors if they have questions regarding the Edmentum Courseware/Exact Path/Google Classroom curriculum
- In communicating with others, please respect their right to privacy and use appropriate etiquette and language in communications, emails, and phone calls.
- Parents are also required to have a current email address and may opt to receive regular email notifications of student progress from Edmentum Courseware/Exact Path.
- Additional meeting times may be assigned.

Plans in this document are subject to change as new information becomes available or as new situations arise related to COVID-19

Academic Integrity

- Students understand all coursework including regular assignments, quizzes, tests, exams, essays, and journals are to be completed by the student ONLY. Violation of this rule will be viewed as plagiarism or fraud and may result in dismissal of the student from the program.

Academic Progress

- Students are expected to monitor their progress and keep up with required coursework.
- Progress monitoring will be done by highly qualified teachers provided by the district.
- District eligibility standards apply to all virtual students.

Appropriate Use of Technology

- All students and teachers are expected to comply with the district internet use agreement.

Student Dismissal

- The Virtual program Coordinator may dismiss a student at any time from BBPS K-12 Virtual program if the student has violated any of the following rules or policies.

- Appropriate Use of Technology
- Academic Integrity
- Attendance Policy

Dismissal from the program will result in enrollment in Traditional on-campus classes.