The City of Saint Charles School District - Virtual Instruction Option
SCSD ALL ACCESS Virtual Program
2020-21

In addition to full-time in-person learning, the City of Saint Charles School District will provide a full-time virtual option for students throughout the 2020-2021 school year. SCSD All Access was created to meet the diverse needs of our students and families and continue to expand opportunities for personalized learning in response to the COVID-19 pandemic. As part of the District's Reentry Plan, there are two alternate District plans (hybrid learning and/or full virtual learning for all students) that could be utilized instead of full-time in-person learning in the event that the District needs to move to either of those options.

To enroll in the SCSD All Access virtual program, students will be automatically enrolled for the full academic year. Enrollment changes can only be made at the end of the fall semester. If there is a medical need to switch from in-person to virtual instruction mid-semester, you may request a medical exemption. Students attending in person will also be able to utilize the SCSD All Access virtual format in the event of absences due to extended student illness, quarantine, and/or school closure. Please note that if a student is unsuccessful in the virtual environment, the school district reserves the right to change the student's placement back to in-person instruction as deemed in the educational best interest of that student. **Parents must register for the SCSD All Access virtual program no later than August 12th in order to begin school on August 27th without delays.**

The SCSD All Access virtual program will be very different from the extended emergency school closure virtual learning students experienced in the spring due to COVID-19. The SCSD All Access virtual program will feature students enrolled in classes with some students attending in-person and some attending virtually. All classes will be taught by SCSD teachers and include:

- A **full course schedule** for all students
- A **full day** of live instruction, class assignments, and learning activities

- A **structured schedule** that students will be expected to adhere to daily similar to in-person learning
- **Grading and assessment practices consistent** with in-person learning
- **Required attendance** for the live instruction sessions
- Younger students will **need support and supervision at home in order to be successful** in the virtual program

We are working diligently to answer all questions that our families have, final logistics and plans are dependent upon enrollment requests which will determine staffing and resources. We appreciate your patience as we navigate through this complex situation. This information is the most up-to-date information we have available as of August 7, 2020. Plans are subject to change as conditions evolve.

SUCCESS IN VIRTUAL COURSES

While each student is truly unique in his/her learning needs, we have found the following student skills to be important for success in virtual courses:
- Elementary students will require adult support and supervision in order to be successful with virtual instruction.
- Secondary students will benefit from adult support but are expected to demonstrate the ability to complete work independently. Parents and guardians will be responsible for monitoring students' grades and progress.
- The student has demonstrated time-management skills that indicate the student is capable of submitting assignments and completing course requirements.
- The student has demonstrated persistence in overcoming obstacles and willingness to seek assistance when needed.
- The student has demonstrated verbal and written communication skills that would allow the student to succeed in an environment where the instructor may provide nonverbal cues to support the student's understanding.
- The student has the necessary computer and/or technical skills to succeed in a virtual course.
- The student has shown success in a virtual environment and/or his/her work habits indicate probable success in a virtual environment.
- Each student must have access to technology resources. This includes a strong internet connection as well as an appropriate technology device with video capabilities such as a desktop computer, laptop computer, or Chromebook. All students in grades 7-12 are given a District issued Chromebook. If you are in need of technology resources in order for your child to access virtual instruction, please contact your school.

WHAT IS SCSD ALL ACCESS?

The SCSD All Access virtual program has been designed to provide maximum flexibility for providing virtual instruction for all SCSD students in the event of parent choice, illness/quarantine, inclement weather, District hybrid model, District closure and/or student movement between in-person and virtual formats due to the ever changing landscape of the COVID-19 pandemic. This virtual model allows students to remain a part of their local school and classroom family while continuing to access the same rigorous learning standards and curriculum as students attending in person. Student and teacher relationships are preserved throughout the school year and learning continues for all students no matter the learning format or COVID-19 scenario that is presented. The virtual learning experience should be a very personal one. It should feel as much like being in a regular school as it possibly can. It is important that your student maintains the personal connection with adults in the school and feels that he/she is part of a school family. The virtual learning program will follow all of the general policies and procedures of the District.

SCSD All Access is a full-time virtual enrollment option for students during the 2020-2021 school year.

DAILY INSTRUCTION
● Students will be assigned to their home school, classroom teacher(s), and follow their daily class schedule. At the elementary level, live instruction will be delivered throughout the day at specified times. Breaks will be provided for independent work, pre-recorded lessons, and other online activities. Students in grades 5-12 will attend classes as defined on their course schedule.
● While the majority of our courses will have a SCSD All Access virtual option, not all courses lend themselves to the virtual format. If your child's schedule includes a course that cannot be offered virtually, your child's counselor will reach out to determine appropriate virtual alternatives.
● The courses will follow our SCSD curriculum and students will be provided with the appropriate instructional materials to support the course. If needed, Chromebooks will be provided.
● Teachers will live stream class meetings and direct instruction lessons for classes to support student learning in both the in-person and virtual learning environments. Safety measures have been implemented to require password protection in order to access the classroom lessons. Teachers will also schedule small group and/or individual sessions with virtual students to monitor progress and provide small group instruction.
● The instruction will follow the school day and may include a combination of synchronous (live with the teacher at a specific time) and asynchronous (on-demand options) learning through live instruction and/or meetings with the teacher, recorded instruction that can be accessed anytime, virtual activities, and traditional independent practice (i.e. reading, writing, assignments, projects, etc.).

- The amount of live instruction delivered directly from the teacher will vary by grade level. Elementary students will spend approximately 3-4 hours per day in teacher-led instruction and the remainder of the school day will be spent on independent work. Amounts of time for live teacher-led instruction will likely be lower in higher grades as the lessons become more independent. Students in all grades can anticipate a full day of school when teacher-led instruction, group discussions, activities, and independent learning are all combined.
- Students will be responsible for completing daily assigned coursework independently. Some or all of the course work will need to be completed on a device. The time this work will take is dependent upon the student and grade level.
- Feedback will be given by the teacher, and students will be assessed by their teacher just as they would in the regular school setting..
- Younger students will need support from their parent/caregiver to access virtual learning, support independent practice, and keep students appropriately engaged in the virtual learning.
- Students will participate in district and state assessments.

ENROLLMENT AND ADMISSIONS
- During a normal school year, families would enroll students for courses the semester before they begin. However, the 2020-2021 school year is anything but normal due to COVID-19. So, parents will sign up their students for the SCSD All Access virtual learning through the Parent Portal by August 12. [parent portal in SISK12](#)
- The SCSD All Access virtual program is being offered for grade levels K through 12. Parents wishing to enroll their children in virtual learning must:
    - Provide a supportive adult who is able to read and understand the curriculum and instruction materials provided by the District and agrees to continuously supervise and engage in academic support of the student during regular school hours.
    - Pick up and return learning materials as needed throughout the semester
    - Provide a working phone number, email account, and internet access at all times while enrolled in the SCSD All Access virtual program.
    - Ensure that the student is in good standing with the school district and provide residency verification as requested.
    - Preserve the privacy of the live streamed classroom recordings and only use them for instructional purposes as intended with their child.
- Understand and agree that students will be enrolled in their age appropriate grade level, unless the District has officially approved a retention or promotion.
- Understand and agree that the student's educational program will be at the direction of the assigned SCSD teacher(s). Lessons provided by the teacher(s) must be completed in the manner and within the time frames assigned.
- Understand and agree that virtual instruction may not be ideal for all students. If a student is unsuccessful in the virtual environment, the school district reserves the right to

change the student's placement back to in-person instruction as deemed in the educational best interest of that student.
● If a student with an IEP/504 Plan chooses the virtual option, the student's case manager will contact the parent/guardian prior to the beginning of the school year to set up a meeting in order to determine how services and accommodations will be provided.

ATTENDANCE AND DISCIPLINE
● Students are expected to attend all scheduled live learning sessions assigned by the teacher, participate in class discussions, and complete course work as directed by the teacher. Absences from the live learning sessions will follow the District's attendance policy for excessive absences and truancy.
● Arriving late, even virtually, to any scheduled class is disruptive to student progress and learning. It is understood there may be circumstances that may occasionally prevent a student from being on time. However, chronic tardiness will not be accepted. If chronic tardiness becomes a problem with any student, the student and parent will be required to attend a conference with the school administrator to re-evaluate the student's enrollment with SCSD All Access virtual learning.
● Students who do not attend and participate regularly may be removed from virtual learning and returned to the regular in-person school setting.
● It is expected that the students participate in all state-mandated testing. Students will need to report to their home school for state testing.
● Virtual students will be subject to the same discipline expectations as students in the regular school setting. All Board of Education policies and Code of Conduct expectations including academic integrity are applicable for all students; those attending both virtually and in person. There are some issues that are more prevalent in a virtual classroom. A virtual learning student may be subject to disciplinary action for one or more of the following reasons as determined on a case by case basis:
    ○ Failure to submit work for each course each week. This is considered truancy or absence.
    ○ Failure to attend scheduled online, synchronous class sessions.
    ○ Failure to attend/participate in virtual learning orientation sessions.
    ○ Failure to respond to teacher/administrator phone calls, emails, and/or intervention meeting requests.
    ○ Failure to participate in state mandated testing.
    ○ Failure to maintain academic integrity (i.e. plagiarism, taking assessments multiple times in a short period, using online resources during assessments when they are not allowed, etc.)
    ○ Failure to follow Individual Education Plan (IEP) (if applicable)
    ○ Failure to follow other St. Charles School District policies and procedures
    ○ Allowing an unauthorized person access to a student's account. This includes both online and hard copy curriculum materials.

For more information, please see the SCSD Reentry Frequently Asked Questions at the following link: [SCSD FAQ List](#)