

Marshall County Schools Virtual Learning



**Student Handbook
2020-2021**

During the 2020-21 school year, Marshall County School (MCS) students will have the option to attend their designated zoned school traditionally or participate in Marshall County Virtual School (MCVS) through their designated zoned school. With either option, all students are expected to maintain sufficient academic progress. This handbook is provided to outline the procedures and expectations for families who choose to enroll their student in Full-time Virtual School. For the purposes of this document, MCVS is defined as a form of virtual learning that is done using the internet and electronic instruction.

Becoming a Student

Application

MCS does not discriminate on the basis of race, gender, color, religion, national origin, age, or disability in provision of educational opportunities or employment opportunities and benefits pursuant to the requirements of Title VI of the Civil Rights Act of 1964 as codified in 42 USC 2000D, Title IX of the Education Amendments of 1972, Pub. L. 92-318, the Individuals with Disabilities Education Act Section 504 of the Rehabilitation Act of 1973, the Title II Americans with Disabilities Act of 1990, Pub. L. 101-336, the Age Discrimination Act of 1975, and the Boy Scouts of America Equal Access Act.

Please [CLICK HERE](#) to register for Marshall County Virtual School. If you are not currently enrolled in a Marshall County School, please visit www.marshallk12.org to register or [CLICK HERE](#).

Orientation Process

All MCVS students must participate in an orientation provided by the student's designated zoned school.

Academics

MCVS does not provide live instruction.

Grades PK-5 MCVS weekly instruction and assignments will be provided by MCS teachers via a learning management system (Google Classroom/Schoology) and email. In order to fully cover the required curriculum, students might expect to spend the amount of time listed in the table below engaged in online learning. To view a video showing what a sample day of MCVS might look like at primary and intermediate schools, click on the links below.

Grades PK-2	Sample Lesson
PK-2	Accessing Student Work through Google Classroom
Grades 3-5	Sample Day in a Virtual Classroom

Virtual instruction in grades 6-12 will be provided through a variety of platforms and teacher directed learning opportunities. Teachers will utilize core instructional resources, assessment tools, online instructional support tools that are currently used in traditional classrooms and Edgenuity. Electives, AP courses, and other specialized content may also be delivered to students through ACCESS. Each school will designate certain teachers as 'virtual learning teachers'. These teachers will monitor student progress, answer student and

parent questions, grade assignments that aren't scored in the program, and provide other support and accommodations as needed.

In order to fully cover the required curriculum, students might expect to spend the amount of time listed in the table below engaged in online learning for their full class load.

Grade	Minimum	Maximum	Recommended Length to Sustain Attention
PreK	20 minutes/day	60 minutes/day	3-5 minutes
K	30 minutes/day	90 minutes/day	3-5 minutes
1-2	45 minutes/day	90 minutes/day	5-10 minutes
3-5	60 minutes/day	120 minutes/day	10-15 minutes
6-8	Class: 15 minutes/day Total: 90 minutes/day	Class: 30 minutes/day Total: 180 minutes/day	1 subject area or class
9-12	Class: 20 minutes/day Total: 120 minutes/day	Class: 45 minutes/day Total: 270 minutes/day	1 subject area or class

*ALSDE recommended daily time allotments for MCVS

All core courses 6-12 (English, math, science, and social studies) will be available via Edgenuity. ACCESS also offers a wide range of electives. Edgenuity electives depend on teacher availability.

Information about our Virtual Platforms is available in the table below

Edgenuity Learning Platform	The Student Experience Edgenuity
ACCESS platform	What is ACCESS?
Available ACCESS Courses	ACCESS Course Offerings for Grades 9-12

Attendance Requirements and Verification

Attendance Verification

For attendance purposes for the 2020-2021 academic year, **students** will take ownership of their attendance by completing assignments on a regular basis. Students who regularly complete assignments online are considered maintaining proper attendance.

- Teachers will monitor student progress within the learning platform via dashboards, reports, assignments, and assessments.
- Teachers will monitor student usage weekly to monitor attendance within the learning platform via dashboard and reports.
- Students who are not meeting adequate progress and/or failing a course will be provided additional academic support.

[VIRTUAL ATTENDANCE PLAN GRADES 6-12](#)
[VIRTUAL ATTENDANCE PLAN GRADE PK-5](#)

Make-Up Work

Students are entitled to make up any work missed for an absence. The teacher will allow a reasonable amount of time for the student to make up his/her work.

Academic Support

Course Progress and Academic Support

It is the sole responsibility of the student to complete the work for his or her courses. It is the student's responsibility to reach out and request support or inform the course instructor that he or she will be attending online office hours.

MCS Course instructors will monitor student progress during the academic term, but ultimately the student must take the initiative to complete the course and stay on track for completion.

Students are required to progress through virtual option courses at a rate comparable to that of a traditional class. The standards presented in the face-to-face classes and the standards presented in virtual classes will be the same within each 9-week grading period. As students move between face-to-face and virtual classes, this will ensure that there will be no gaps in, or duplication of, content.

For high school students, student athletes are required to maintain a traditional pace to follow NCAA/Alabama High School Athletic Association rules.

Grades, Monitoring and Report Cards

The Marshall County Schools Virtual Program will follow the grading policies set forth by the Marshall County Board of Education Grading Policy. Students in grades K-5 will receive their grades from the coursework done in SchoolsPLP/Google Classroom/IReady, Ready Classroom Math and teacher directed learning opportunities. PK does not receive grades. Those students are assessed using Teaching Strategies GOLD to document developmental growth. Students in grades 6-12 will receive their grades from the coursework done in Edgenuity/ACCESS and/or teacher directed learning opportunities. While their student is participating in the Virtual Program, parents will receive an emailed progress report midway through each 9-week grading period. Report cards will be emailed at the end of each grading period. Progress reports and report cards will be emailed to the parent/guardian email address on file.

The INOW Student Information System shows only course averages from ACCESS classes at the end of each grading period. To see grades while they are in progress (during each grading period), login to your student's ACCESS account and check each course's gradebook.

Student progress will be updated weekly in the INOW for all students (excluding students taking ACCESS/Edgenuity courses). Additionally, students have daily access to grades and assignments through Google Classroom, and parents can sign up for notifications for Google Classroom by contacting a course instructor.

For INOW login information, please contact your child's teacher.

Grades

Grading Scale for Grades 2-12

Letter	Numerical Grade
A	90-100
B	80-89
C	70-79
D	60-69
F	59 and below

Kindergarten through first grade students' grades are not on a traditional A-F scale but instead reflect a level of mastery for each skill. Grading for Kindergarten through first grade will be assessed and monitored using a standards-based skills checklist. PreK is assessed using Teaching Strategies GOLD.

Technology Device, Electronic Media Consent and Internet Agreement

Technology Device

Technology devices will be available for students participating in MCVS upon request. These devices must be used with internet access at home. A schedule for digital device pick up will be communicated by each individual school at a later date.

Responsible Internet Use

The use of the Internet must be in support of education and research and consistent with the educational objectives of the school system. Use of other organizations' networks or computing resources must comply with the rules appropriate for that network.

Transmission of any material in violation of any US or state regulation is prohibited. This includes, but is not limited to, copyrighted material, threatening or obscene material, or material that is protected by a trade secret. Use for commercial activities is not acceptable. Use for product advertisement or political lobbying is also prohibited.

- **Privileges:** The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The school system administrators will deem what is inappropriate use, and their decision is final. Also, the system administrators may suspend privileges at any time.
- **Net Etiquette:** Students are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:
 - Avoid offensive or inflammatory speech.
 - Be courteous and polite.
 - Use appropriate language.
 - Profanity or obscenities are not permitted at any time.
 - Do not use the network in such a way that would disrupt the work of others.

- All communications and information accessible via the network should be assumed to be property of Marshall County Schools.
- Users may not quote personal communications without the author's consent.
- **Vandalism:** Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or other networks that are connected to the Internet backbone. This includes, but is not limited to, the uploading or creation of computer viruses.
- **Exception to terms and conditions:** These terms and conditions reflect the entire agreement of the parties and supersedes all prior oral and written agreements and understandings of the parties.

With expanded access to electronic information, availability of inappropriate material is not uncommon. Some sites contain illegal, defamatory, inaccurate, or offensive information. Although it is impossible to control such misuses, we believe that with responsible use, the benefits of the internet as an educational tool outweigh the negatives. We especially appreciate partnering with parents to teach responsible Internet use.

Testing

Accommodations

Students who have an active IEP or 504 will receive accommodations as stated in their most recent IEP/504 plan.

State Mandated Testing (Grades 2-12 Only)

State testing is required for all students in grades 2-12. Parents will be notified as to when their students will be scheduled to test. All state testing will be completed at each student's designated school following guidance from the ALSDE. Students are not allowed to miss scheduled tests or to re-schedule tests unless a significant documented emergency occurs.

[Universal Screening Plan](#)

[Alabama Comprehensive Assessment Program Testing Chart](#)

Withdrawal or Transfer from MCS Virtual Learning to MCS Traditional Learning

In order to successfully schedule and transition students from MCS Virtual Learning to MCS Traditional classroom, it is recommended that you notify the school by the following dates:

Recommended Date to Request to Withdraw or Transfer from Virtual Learning	Date to Begin Traditional Learning
September 30, 2020	October 12, 2020
December 14, 2020	January 5, 2021
February 26, 2021	March 15, 2021

Requests made after these dates will be accepted based on extenuating circumstances and recommendations.

Withdrawal from Marshall County School System

Any student participating in Virtual Learning who plans to withdraw from Marshall County Schools for any reason should, with a parent/guardian, contact their designated school's main office. The correct procedure will be explained to the student at that time. All obligations such as turning in books, technology devices, paying fees and/or fines, etc., must be taken care of before withdrawing to another school. Transcripts will not be forwarded until all obligations are cleared.

I have read the above information and understand the full commitment required to participate in virtual learning in Marshall County Schools. I understand that this is a nine-week long commitment on the part of the students and parents. I understand that all work, assessments, and other independent work must be completed by the student. As a student, I understand that if other individuals complete my work for me I may be removed from the virtual program and required to return to my designated campus.

It is important that parent(s)/guardians and students have a clear understanding of what is involved in online instruction and what it takes to be successful in such a course.

[MCS VIRTUAL PROGRAM ORIENTATION VIDEO AND STUDENT AGREEMENT](#)

[MCS VIRTUAL PROGRAM ORIENTATION VIDEO AND PARENT AGREEMENT](#)