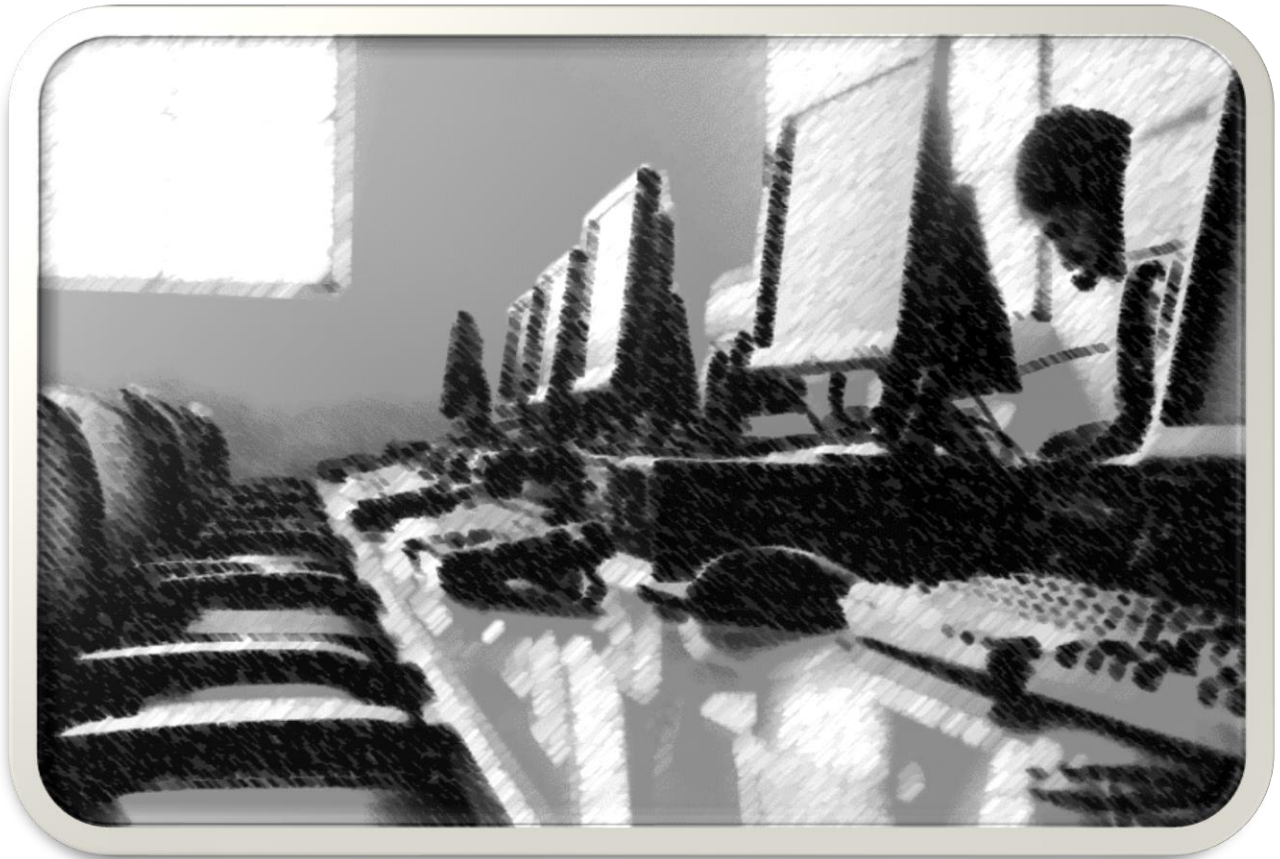# St. Martin Parish Virtual Learning Program

Allen Blanchard Jr, Superintendent

ST. MARTIN PARISH SCHOOL BOARD

2020-2021

MISSION STATEMENT

The mission of the St. Martin Parish School District's
Virtual Learning Program is to address the educational needs
of students via a non-traditional approach
to achieve a world-class education.

Program Description

What is the St. Martin Parish Virtual Learning Program?

The St. Martin Parish Virtual Learning Program is a schooling option to the traditional public school, operated by the St. Martin Parish School Board. The program provides its students access to standards-based courses delivered by highly-qualified/certified instructors.

What is the target audience for the Virtual Learning Program?

The St. Martin Parish Virtual Learning Program is open to all students in grades Kindergarten to 12 who reside within St. Martin Parish. Although the program is open to all students, it may be most beneficial to students who possess the following:

- Self-motivation
- A desire to learn independently
- Good time management skills
- A preference for asynchronous learning versus the traditional classroom
- A preference for completing assignments ahead of time
- Technical skills (comfortable working on a computer)
- A medical condition that interferes with attendance
- A desire to seek an advanced course program not available in their assigned schools
- A need for flexibility
- A desire to graduate early

What are the criteria for enrollment?

Students desiring to participate in the St. Martin Parish Virtual Learning Program must be enrolled at the local public school for which they are zoned to attend. Students must obtain a Virtual Learning Program Notification Letter from their school's counselor/curriculum coordinator prior to applying for the Virtual Learning Program. Once the student is accepted into the Virtual Learning

Program, he/she will remain a student of the school where he/she is zoned to attend.

What enrollment options are available within the program?

A. <u>**Full-Time Virtual**</u> – students will complete all courses through the virtual learning program. All Kindergarten through 8th grade participants must be full-time virtual and must take the courses assigned in accordance with Bulletin 741. Exceptions must be approved by the superintendent with recommendation from the principal of the assigned site. Facilitators will work with curriculum coordinators /counselors to ensure all necessary courses are scheduled and meet the guidelines of Pupil Progression.

B. <u>**Blended Model**</u> - students will complete coursework through a combination of traditional and virtual curriculum. Only high school students are eligible to participate in the blended model. Each high school will make the necessary arrangements to schedule and facilitate the virtual learning of students in the blended model. Blended students will be allowed time during the school day on their campuses to complete individual coursework. This opportunity shall be available for all high school students.

All students considering enrolling in a virtual course must first meet with their counselor to review their schedule and get the verification letter for enrollment. Students then go to the Virtual Learning Center to complete the registration process. Parents are required to be present for this initial enrollment meeting.

Blended students are allowed to work on course work during the school day in the school's designated location. Students are required to make arrangements with the proper virtual facilitator at the school for testing.

Each high school will provide a facilitator each block on their campus to monitor students to work on virtual course work or take assessments during the school day. This facilitator will be dedicated to only monitor virtual students at that time. These facilitators will be the only personnel on a school campus authorized to open assessments for students. They will be required to attend training by the Supervisor of Virtual Learning.

Once students are enrolled in a virtual learning course, they must start working on the course immediately. Any student who has not started working in a course within a week of enrollment will be automatically dropped from the course.

School counselors will not change student schedules to VS courses until the student has officially enrolled in the Virtual Learning Program. The counselor will then be notified by email from the Virtual Learning Facilitator.

TESTING FOR ON CAMPUS BLENDED STUDENTS:

1. Late arrival and early dismissal students need to make arrangements in advance with the virtual facilitator on campus for work time & testing.
2. Blended students who need block or additional time scheduled must make arrangement with the facilitators, counselors and administration.
3. Students will NOT be allowed to leave a scheduled class to go work in the library on a virtual course.

- The facilitator will work closely with guidance counselors when scheduling student courses to ensure graduation requirements are met. Course schedules will not be changed until the student has officially enrolled in the Virtual Learning Center.

What is the location of the Virtual Learning Program Center?

The St. Martin Parish Virtual Learning Center will be located on the campus of Breaux Bridge Junior High School in Breaux Bridge, Louisiana, next to the Breaux Bridge Health Center for all students from the Breaux Bridge area schools.

Satellite Centers will be located as needed in the areas as follows:

- St. Martinville – satellite center will be located on the campus of St. Martinville Sr. High

- Cecilia – satellite center will be located on the campus of Cecilia Sr. High

- Breaux Bridge – satellite center will be located on the campus of Breaux Bridge High School

Hours of Operation:
7:30 A.M. – 7:00 P.M.   Monday – Thursday
7:30 A.M. – 4:00 P.M.   Friday

Days of Operation:
The Virtual Learning Center will follow the St. Martin Parish School District calendar for school days and holidays. However, students will have virtual access at any time, 24/7. Arrangements for testing during holidays will be arranged by the facilitators on an as needed basis. Students will be notified by email of times and dates for additional testing during the holidays.

Who will staff the Virtual Learning Center?

The St. Martin Parish Virtual Learning Program will be facilitated by at least one certified, highly qualified teacher. Special Education instructors will be available to meet IEP requirements once approval is received from the IEP committee.

What are the attendance requirements?

The St. Martin Parish Virtual Learning Program will follow the Distance Education Policy as per Bulletin 741(§2395) regarding attendance. Class/seat time is waived and students work at their own pace from home or the virtual site.

How will student grades be reported/recorded?

Edgenuity progress reports and status reports for students in grades 6-12 will be sent to parents on a weekly basis. High school students will receive a St. Martin Parish report card at the end of each semester.

Students in grades 1-5 will receive grades from Edgenuity. They will receive a report card at the end of each 9 weeks reporting period from the home-based school.

CURRICULUM

Educational courses and software management will be provided by Edgenuity, for grades K-12. Edgenuity Instructional Services partners with schools and districts around the country to provide standards-aligned online courses and curriculum for K–12 students taught by Edgenuity's highly qualified, state-certified virtual instructors.

Edgenuity Content K-5

In partnership with Accelerate Education, Edgenuity provides online curriculum for elementary school students who complete all of their learning online. Taught by Edgenuity's state-certified instructors, this standards-aligned curriculum offers over 30 courses in math, ELA, science, and more.

Lessons are age-appropriate and engaging, and feature supports and tools to help students along the way. This online curriculum meets all of the district's virtual instruction needs, while also helping you give our youngest students more ownership over their learning.

With this curriculum, we are giving all of our students a well-rounded, high-quality education and more ownership over their learning, which is one of the first steps in developing a lifelong desire to learn.

English Language Arts	Mathematics
English Language Arts K	Mathematics K
English Language Arts 1	Mathematics 1
English Language Arts 2	Mathematics 2
English Language Arts 3	Mathematics 3
English Language Arts 4	Mathematics 4
English Language Arts 5	Mathematics 5

Science	**Social Studies**
Science K	Social Studies K
Science 1	Social Studies 1
Science 2	Social Studies 2
Science 3	Social Studies 3
Science 4	Social Studies 4
Science 5	Social Studies 5

Health & PE	**Art**
Health K-1	Arts & Crafts K-2
Health 2-3	Art Level 3
Heath 4-5	Art Level 4

Technology

Keyboarding

Scratch Coding

Edgenuity Content for grades 6-12

- Lessons contain student-centered objectives across Bloom's Taxonomy of Learning Domains

- Prescriptive, formative & summative assessments

- Individualized study plan

- Direct instruction by highly qualified teacher

- On-demand feedback

- eWriting & eNotes

- Show me tutorials

- Integrated online content

- Reports to monitor performance and progress

- Progress reports sent to parents, school administrators & counselors

- Attendance is automated

- Determines activity levels and idle time

- Management system to assign courses, course lessons and assessments

- Grades issued by Distance Education Provider

- Includes National Test Prep, ACT Prep, EOC Prep, High Stakes Testing Prep & GED Prep

- Dropout Prevention
- Alternative & At-Risk

- Credit Recovery
- Summer School

EDGENUITY LIST OF COURSES

English Language Arts

English Language Arts 6

English Language Arts 7

English Language Arts 8

English Language Arts 9

English Language Arts 10

English Language Arts 11

English Language Arts 12

Business English

Senior Applications English

Literacy & Comprehension I

Literacy & Comprehension II

Introduction to Communications and Speech

Expository Reading and Writing

Mathematics

Mathematics 6

Mathematics 7

Mathematics 8

Pre-Algebra

Algebra I Part I

Algebra I Part II

Algebra I

Geometry

Algebra II

Algebra III

Pre-calculus

Mathematical Models with Applications

Financial Math

Trigonometry

Math Essentials

Statistics

Concepts in Probability and Statistics

Science

Science 6

Science 7

Science 8

Physical Science

Biology

Chemistry

Physics

Earth Science

Environmental Science

Social Studies

Grade 6 World History

Grade 7 U. S. History

Grade 8 Louisiana History

U. S. History

World History

Modern World History

World Geography

Civics

Free Enterprise

World Languages Middle School

Spanish I

Spanish II

French I

French II

Chinese I

Chinese II

German I

German II

Latin I

Latin II

World Languages High School

Spanish I

Spanish II

Spanish III

French I

French II

French III

Chinese I

Chinese II

German I

German II

Latin I

Latin II

<u>Coursewhere Electives</u>

Art History I

Computer Applications: Office 2016

Contemporary Health

Foundations of Personal Wellness

Healthy Living

Introduction to Art

Introduction to Computer Science

Lifetime Fitness

Online Learning & Digital Citizenship

Personal Finance

Psychology

Sociology

Strategies for Academic Success

CTE Electives

Career Explorations	Introduction to Careers in Education & Training
Career Management	Introduction to Human Growth and Development
Career Planning & Development	Introduction to Careers in Finance
Business Law	Introduction to Careers in Government & Public Administration
Fire & Emergency Services	Careers in Allied Health
Small Business Entrepreneurship	Health Science Concepts
Word Processing	Introduction to Careers in Health Science
Agribusiness Systems	Introduction to Health Science
Food Products and Processing Systems	Medical Terminology
Introduction to Agriculture, Food & Natural Resources	Medical Assistant I
Power, Structural and Technical Systems	Pharmacy Technician
Introduction to Careers in Architecture & Construction	Food Safety and Sanitation
Introduction to Careers in Arts, A/V Technology & Communications	Marketing and Sales for Tourism & Hospitality
Introduction to Business	Sustainable Service management for Hospitality & Tourism
Microsoft Office Specialist	Transportation and Tours for the Traveler
Technology & Business	Introduction to Consumer Services
Introduction to Human Services	Business computer Information Systems

CTE Electives

Fundamentals of Programming & Software Development

Software Development Tools

Introduction to Coding

Introduction to Law, Public Safety, Corrections & Security

Introduction to Information Technology

Law Enforcement Field Services

Introduction to Information Technology Support & Services

Engineering and Design

Introduction to Network Systems

Engineering & Product Development

Introduction to Programming

Introduction to STEM

Network System Design

Introduction to Careers in Transportation, Distribution and Logistics

New Applications: Web Development in the 21st Century

The following Virtual Tutor courses are available. These **cannot** be used for HS credit.

National Test Preparation	**Louisiana Test Preparation**
SAT	LEAP Grade 8 Science
PSAT	EOC Biology
ACT	EOC Algebra I
GED	EOC Geometry
HiSET	EOC English II
COMPASS	EOC English III
ACCUPLACER	EOC US History
ACT WorkKeys	LEAP 2025 English I
ASVAB (Math, Verbal, Science)	LEAP 2025 English II

GUIDELINES AND EXPECTATIONS

The St. Martin Parish Virtual Learning Program is a multimedia classroom with interactive activities. In some ways, it is like a traditional classroom. The lessons include lectures, online content, homework practice, lab activities, and online quizzes and tests. The advantage is that students may work according to the demands of their own schedule however they must maintain a minimum amount of weekly progress to stay in the program. Since this is a program run by the St. Martin Parish School Board, there are certain guidelines and expectations required of the participants.

- Parent must specify how student(s) will get to and from school (virtual site or zoned school site)

- When parents are dropping off students at the VLC they must come in to sign them in. Students will not be allowed to leave until the parent comes in and signs them out

- Parents must give written permission for students to drive themselves to the Virtual Learning Center

- Although the Virtual Learning Center is available to students for the entire school day, it is not recommended that students attend the site for the entire day, every day

- Students must follow district and school rules as outline in the St. Martin Parish Student Handbook and Discipline Policy with the exception of the uniform policy while at the St. Martin Parish Virtual Learning Center, except when testing on a school campus, they must be in uniform.

- Students must attend either the virtual lab or the zoned school site (by appointment only) to complete all tests

- Students entering zoned school campus for testing or other school related business, must report in full approved uniform **AND** must sign in and out in the office and classroom

- Students in good standing are able to participate in all extra-curricular activities offered by the school and district, for which he/she is eligible

- Students who meet LHSAA (Louisiana High School Athletic Association) Guidelines will be eligible to participate in all LHSAA sponsored activities (It is the student/parent's responsibility to get clearance from LHSAA)

- Any virtual program student who enters the zoned school campus prior to the ringing of the last dismissal bell must report in full uniform

- Students eligible for college athletic scholarship consideration will need to check with the university for course acceptance prior to enrolling in classes

- If at any time it is determined the student's educational progress is being compromised, the administrator or designee has the right to intervene and the student may be transferred back to a traditional classroom setting

- Students may opt out of the Virtual Learning Program with the approval of the superintendent based on a recommendation from the principal/SBLC

- As an integral part of the success of the Edgenuity for grades K through five, the parent/guardian of elementary grade students must agree to serve as the "Learning Coach." The Learning Coach works closely with the teacher to make sure assignments are completed, schedules are met, and students are engaged and motivated. Therefore, students in grades K-5 must be accompanied by their learning coach while at the Virtual Center.

- Upon entrance into the Virtual Learning Program, facilitators will receive input from school personnel

- Students who are unable to complete their coursework during the academic school year can apply for an extension to complete their coursework during summer school at a cost of $100 per course

- Virtual JCEP students will test at JCEP. These students must report to the office to check in when entering the JCEP campus for testing.

The St. Martin Parish School Board does not discriminate against students with disabilities within its Virtual Learning Program. Criteria have been established for admissions into the program and dismissal from the program. These criteria are applicable to all students.

A student with an IEP or IAP may enroll in the Virtual Learning Program once the student's IEP committee concurs that such a placement is educationally appropriate. If the Committee recommends the placement of the student in the Virtual Learning Program, the student will be admitted and/or exited under the same conditions applicable to regular education students, inclusive of 504.

In the event that students with disabilities are not progressing in the Virtual Program the IEP committee should be reconvened to address the individual concerns and modify the program and/or services. SPED Services will be provided while the students are on their school campus or at the Virtual Learning Center.

Complaint and Dispute Resolution

If a parent disagrees with the school district about their child's special education program, there are several formal and informal processes for resolving the disagreement. Contact St. Martin Parish Supervisor of Special Education for questions and concerns regarding the provision of services for students with disabilities enrolled in Virtual schools at (337)332-3388.

APPENDIX A – STUDENT FORMS

- Student Contract
- Student Letter
- Virtual – School Notification Letter

St. Martin Parish Virtual Learning Program Student Contract

Student Name:	Date:
School:	Grade:

____ Currently receives accommodations/modifications on an IEP/IAP
____ Currently has a health plan on file in JCampus.
____ Prior Edgenuity course(s)
____ Zoned School ____ JCEP ____ Homebound ____ Summer School

☐ Full-time Virtual ☐ Blended Model	☐ 1st block ☐ 2nd block	☐ 3rd block ☐ 4th block ☐ Other

Course(s):

I, _____, accept and agree to abide by all rules and expectations set forth by the St. Martin Parish Virtual Learning Program, including those listed below. I understand that failure to comply with the rules and expectations could result in disciplinary action in accordance with parish policy.

- ☐ _____I agree to protect my username and password. I will not share my login information with others.

- ☐ _____I agree to work diligently on my online course(s) in order to complete all course requirements. It is recommended that students work at least 1 hour per day five days a week on each course they are enrolled in to stay on target.

- ☐ _____I understand that all courses must be completed by the end of the school year in accordance with the St. Martin Parish School Year Calendar.

- ☐ _____While on the school campus or at the Virtual Learning Center, I agree to follow all rules, as outlined by the St. Martin Parish School Board Student Handbook and Discipline Policy, and individual school.

- ☐ _____I understand that I may opt out of the Virtual Learning Program with the approval of the superintendent based on recommendation from the principal/SBLC.

- ☐ _____I certify all coursework will not be done by anyone else.

- ☐ _____I understand that if coursework is not completed during the academic school year, I will need to apply for an extension to complete it during summer school at a cost of $100 per course.

- ☐ _____I understand I must sign in and out of the Virtual Learning Center, and if I am dropped off by a parent/grandparent, they will have to sign me in and out of the center.

- ☐ _____As an integral part of the success of the Edgenuity for Elementary students, the parent/guardian of elementary grade students must agree to serve as the "Learning Coach."   The Learning Coach works closely with the teacher to make sure assignments are completed, schedules are met, and students are engaged and motivated. Therefore, students in grades 1-5 must be accompanied by their learning coach while at the Virtual Center.

Virtual Students in grades 6-12:

_____My child will be dropped off and picked up at the center by a parent/grandparent.

_____My child has my permission to walk/ride their bike to and from the center and can sign themselves in and out of the center.

_____My child has my permission to drive to the center and is allowed to sign themselves in and out of the center.

Make and Model of vehicle student will be driving:

_____

License Plate #_____

Driver's License # _____

Student's Signature: _____   Date: _____

Parent/Guardian's Signature: _____   Date: _____

Phone Number(s): _____

Parent/Guardian's E-mail Address: _____

St. Martin Parish Virtual Learning Program

You have been enrolled in online courses that will be completed from your home, the Virtual Learning Center, or from your assigned school during specified hours via computer.

You will have the opportunity to receive individualized face-to-face teacher assistance, use a computer lab, and utilize counseling services during the designated hours. A teacher will be available through email for student and/or parent questions during regular school hours and for face-to-face help during daily lab hours. The teacher will monitor your progress and use of the program and make interventions as needed. Lab hours at the St. Martin Parish Virtual Learning Center are 7:30 A.M. – 7:00 P.M. Monday – Thursday and 7:30 A.M. – 4:00 P.M. Friday. Additional times may be made available as needed at St. Martinville Sr. High, Cecilia Sr. High and Breaux Bridge High School to accommodate students.

You have been enrolled in the following courses:

(1)_____   (2) _____

(3)_____   (4) _____

(5)_____   (6) _____

(7)_____   (8) _____

Please follow these instructions to access Education 2020.

1. Turn on your computer and access the internet.

2. Open your internet browser.

3. Type into your address bar the following : http://learn.education2020.com/

4. This will take you to the website for Edgenuity. Once the website appears, select Student and type in your username and password to access your assignments.

    a. Username: _____

    b. Password:_____

5. Accessing the Course Map will list your assignments. Click on the assignment you need to work on and follow the online directions. Remember, your grade for your class will be determined by this program. You should do your best on each section.

6. When you are ready to take a test, you must prepare to attend the Virtual Learning Center or make an appointment with your assigned school in order to take the test. All tests must be taken under the supervision of the Virtual Learning Center instructor or local school facilitator approved by the Supervisor of Virtual Learning.

7. **All high stakes testing (i.e. EOC, LEAP, iLEAP, GEE) must be taken at the zoned school.**

8. Parents of elementary students (grades 1-5) participating in the Virtual Learning Program agree to serve as an academic coach for their children in this program.

The instructions to access Calvert Education for elementary students will be provided at the parent orientation before the first day of school.

If you are having any technical difficulties with the program, please contact one of the Virtual Learning facilitators for assistance. Their information is provided below.

Ms. Ashley Green   Ms. Karen Dupont   Mr. Todd Angelle
337.909.303   337.909.3062   337.909.3061

Ms. Pamela Hebert
337.909.3062

Kellie H. LeBlanc
Supervisor of Technology & Virtual Learning
Administrator