



Dr. Yolanda Cargile, Superintendent
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Dear CSD Families,

The Center School District will continue to offer access to a virtual learning option this year. Though our preferred instructional method is in-person learning, we understand there may be extenuating circumstances. This option will be offered through Launch, a virtual course access program designed to serve Missouri students. It is operated and overseen by Springfield Public Schools and is an approved Missouri Course Access Program (MOCAP). Students enrolled in more than two MOCAP courses must have an Individual Learning Plan (ILP) or Individual Career and Academic Plan (ICAP) maintained in the student's records. These plans are developed in conjunction with the student's school counselor.

For parents/guardians of students in grades K–12, we will handle requests from parents of students who want to be considered for virtual learning during the 2nd semester of the 2021-22 academic year on a case-by-case basis. Please note, a CSD teacher will not provide virtual instruction if the virtual learning option is elected. This option will also require electing this learning mode for an entire semester and the commitment to follow the Launch schedule, which for second semester begins on Monday, January 5, 2022. It is important to note that CSD's 2nd semester begins January 18, 2022. Adhering to clear attendance and academic expectations is mandatory. Failure to meet requirements could result in students being moved to the preferred in-person learning mode. Additionally, reliable internet access from home and regular check-ins for all virtual students will be required. It is also important to note that an administrative review, involving building personnel, will help determine if virtual education is the most effective instruction for the student. Parents will be notified of the district's decision within ten (10) business days of the receipt of the notice of intent. Our intent includes parent voice as part of the determining factors in this process. Please note: Students with IEPs may not fall within this 10-day timeline. If a parent/guardian does not agree with the formal recommendation, the decision may be appealed.

INSTRUCTIONS for PARENTS/GUARDIANS SEEKING LAUNCH ENROLLMENT FOR 2nd SEMESTER

At this time, we will ask only families with students who wish to request the virtual learning mode option to fill out the CSD Request for Virtual Learning Through LAUNCH. Please complete and submit ONE REQUEST FORM FOR EACH CHILD you would like to be considered for full virtual instruction through LAUNCH. As previously stated, once submitted, the request will be reviewed by an administrative review team to determine if virtual education will be the most effective instruction for the child. Parents will be notified of the district's decision within ten (10) business days of the receipt of the notice of intent.

*Reminder: For students with disabilities who are served through an IEP or 504 Plan, this determination may take longer than 10 business days, as it must be made by the student's IEP or 504 team.

****The Deadline to request all virtual learning options is Monday, December 27, 2021.**

- **For Launch, please fill out this electronic form. We will enroll you.**
- <https://forms.gle/w82ZqxGZuVPxJBRF7>

INSTRUCTIONS FOR PARENTS/GUARDIANS SEEKING ENROLLING IN OTHER MOCAP OPTIONS THROUGH CSD

If you are interested in other virtual learning options, please visit <https://mocap.mo.gov/>. Click in the top bar of the screen under Course Catalogue to see all options. **The Deadline to request all virtual learning options is Monday, December 27, 2021. For other virtual programs, i.e., MOCA or MOVA, along with your request, you must also turn in the completed application. To obtain an application, you must contact the provider directly.** Once that application is fully filled out, you must return it to Academic Services by the deadline.

*Reminder: For students with disabilities who are served through an IEP or 504 Plan, this determination may take longer than 10 business days, as it must be made by the student's IEP or 504 team.

**If you are already enrolled in a virtual program this semester and would like to re-enroll next semester, please contact Dr. Arbisi by email (earbisi@center.k12.mo.us) by December 17, 2021.

REMINDER for PARENTS/GUARDIANS OF STUDENTS WITH DISABILITIES (IEPs or 504 Plans)

For all K-12 parents/guardians of students with disabilities who are served through an IEP or 504 Plan, please know that, prior to registration in virtual courses, your child's team must consider how registering in virtual courses will impact provision of a free appropriate public education (FAPE). You are an essential member of this team and, together, we will need to:

- 1) Determine IF virtual education is in the student's best educational interest, and
- 2) If virtual education is determined to be in his/her best educational interest, review/revise the IEP or 504 Plan to describe how FAPE will be provided in conjunction with virtual courses.

*For students with disabilities who are served through an IEP or 504 Plan, this determination may take longer than 10 business days, as it must be made by the student's IEP or 504 team.

For more information please visit: <https://www.center.k12.mo.us/virtual-learning>

Thank you,
The CSD Leadership Team