

2024-2025
READY TO LEARN VIRTUAL
PLAN

CANEY VALLEY



2024-25

Ready to Learn!

Our school will again offer our students the choice of options outlined below. We are asking our parents to notify building administration by August 16th of their intention to select virtual instruction.

In an effort to provide a quality education to all students, Caney Valley Schools (CVS) is providing students with different pathways for continuing their education within the CVS system. The pathway available to our students is based on student grade level as described below. It is important to note that any deviation from the plan described below MUST have approval from the building principal.

Pre-K – 5th Grade

It is extremely important for our early childhood students to be with us on campus. Therefore, students in grade PK-5th Grade will only be allowed to utilize On-Campus instruction for the 2024-25 school year. In the event there is an extenuating circumstance which precludes a student from attending school in person, the principal will evaluate those circumstances on a case by case basis.

6th - 8th Grade

We will continue to offer two options for our students within the 3rd-8th grade. Descriptions of the two options are provided below.

Option 1:

Traditional (on-site delivery) – Student will remain enrolled in the CVS system. All classes will be taken on campus in the form of in person instruction and learning. CVS may use Remote Learning Days as determined necessary by school officials. CVS staff will implement and distribute lessons using the Google Classroom and other digital learning platforms as needed. Attendance will be calculated based on the student's completion of 90% of the assigned work prior to the due date and correspondence with the teacher of record.

Option 2:

Distance Learning (Full Virtual—done remotely but as a continuation of learning that normally would take place on-site) – Student will remain enrolled in the CVS system. All classes will be taken off site. CVS will utilize the online platform “Edgenuity” to offer distance learning for 6th—8th grade students. **The distance learning option will require a minimum of one semester commitment.** Students choosing the Full Virtual Pathway (Option 2) are still students for the CVS system. As such, they are still eligible to participate in the Child Nutrition Program. Breakfast and lunch may be picked up at specific times and locations TBD. All applicable costs will still apply. **Students utilizing the full virtual option are not eligible to participate in extracurricular activities. Students participating in full virtual instruction will be required to maintain adequate coursework effort to continue to be enrolled in virtual instruction. For further virtual instruction information, please see the district Virtual Instruction Policy and Application. Students not maintaining adequate coursework effort will be moved back to on campus instruction or will be turned into the Washington County District Attorney for violation of the Compulsory Education Act.**

9th-12th Grade

We will offer three options for our students within the 9th-12th grade. Descriptions of the three options are provided below. **Students requesting Options 2 or 3 will need to complete the Virtual Application and return the signed Virtual Contract. Applications will be reviewed by the Virtual**

/ Alternative Education Board, consisting of a building administrator, counselor, virtual director and virtual teacher. Applicants will be notified within one week of submission regarding acceptance. Virtual instruction is very difficult. Our data showed last year, that students taking virtual math classes scored an average of 3 points lower on the ACT than those students enrolled in Math classes on campus.

Option 1:

Traditional (on-site delivery) – Student will remain enrolled in the CVS system. All classes will be taken on campus in the form of in person instruction and learning. CVS has planned for the majority of the school year, and possibly the entire year, to be on-site, as long as public health and school officials deem it safe to do so. CVS may use Remote Learning Days ~~for students being quarantined, or for the district as determined necessary by health and/or school officials.~~ CVS staff will implement and distribute lessons using the Google Classroom and other digital learning platforms as needed. Attendance will be calculated based on the student's completion of 90% of the assigned work prior to the due date and correspondence with the teacher of record.

Option 2:

Distance Learning (Full Virtual—done remotely but as a continuation of learning that normally would take place on-site) – Student will remain enrolled in the CVS system. All classes will be taken off site. CVS will utilize the online platform “Edgenuity” to offer distance learning for 9th—12th grade students. **The distance learning option will require a minimum of one semester commitment.** Students choosing the Full Virtual Pathway (Option 2) are still students for the CVS system. As such, they are still eligible to participate in the Child Nutrition Program. Breakfast and lunch may be picked up at specific times and locations TBD. All applicable costs will still apply. **Students utilizing the full virtual option are not eligible to participate in extracurricular activities. Students participating in full virtual instruction will be required to maintain adequate coursework effort to continue to be enrolled in virtual instruction. For further virtual instruction information, please see the district Virtual Instruction Policy and Application. Students not maintaining adequate coursework effort will be moved back to on campus instruction or will be turned into the Washington County District Attorney for violation of the Compulsory Education Act.**

Option 3:

Blended (Combination of option 1 and 2) – Student will remain enrolled in the CVS system.

Up to 3 Some classes may be taken virtually in addition to in-person instruction. In recent years, we have seen more students participate in concurrent college courses, career internships, and other endeavors which require students to be away from campus. This option will allow students to take classes virtually, but still attend in class instruction for extracurricular classes such as Agricultural Education, Yearbook, Academic Team, Band, Athletics, **Math, and Language Arts classes**. Students will utilize Caney Valley on-campus instructors as well as virtual instructors using the “Edgenuity” learning platform. **It is important to note that this model is not a platform where students can switch back and forth between virtual instruction and on-campus instruction. Students will be required to maintain their instruction status through the current grading period. Students using the blended model will be eligible to participate in extracurricular activities. Students will still be subject to OSSAA eligibility requirements for classroom achievement and attendance.**

Ready to Learn FAQ

Caney Valley Schools 2024-25

What is remote learning?

Remote learning is different than Virtual Learning. Remote learning will be driven by local CVS staff, where virtual learning utilizes the Edgenuity platform. Remote learning may be used when school is closed due to COVID, inclement weather, or other unforeseen circumstances, **such as power outages, etc.**

~~How will CVS determine if there is a need to pivot to remote instruction?~~

~~We will continue to monitor our student and staff numbers. We can pivot to remote instruction when necessary such as: high volume of student absences, high volume of staff absences, or inability to provide adequate supervision due to a lack of substitute staff.~~

Attendance

Daily Attendance is a vital part of student success. Parents must be aware that State law requires students to be in attendance 90% of the school year. Students who miss more than 10 days per semester will lose credit for the classes for non-attendance. Students who are absent more than 10% of the school days will be ineligible to participate in school activities.

When should I stay home?

Attendance, as mentioned above, is extremely important to the success of our students and our school. However, if a student has an infectious symptom such as ~~Stay home and contact your healthcare provider if you have one or more of the COVID-19 related symptoms, including cough (not due to allergies), shortness of breath or difficulty breathing, chills or repeated shaking with chills, loss of taste or smell, or fever or a measured temperature greater than or equal to 100, muscle or body aches, headache, sore throat, congestion or runny nose (not due to allergies), nausea, vomiting, or diarrhea~~ we ask that you keep your child home.

What will building access look like for this year?

Access will continue to ~~be different than it has been as in previous years. Most of this restriction is not due to COVID, but~~ **This Restrictions are in place for the safety of our students.** ~~concerns.~~ Our primary job as a school district is to ensure the safety of our students. ~~Unfortunately, in today's society we have more risks to be concerned about than in the past.~~ For the 2024-25 school year the following access restrictions will be in force:

All students will eat in the cafeteria. Students will not be allowed to go to teachers' classrooms to eat, unless being provided remediation during lunch time. Schools will have designated "special" days for parents to come and eat with their children. Other than these "special" days visitors will not be given access to our students within the cafeterias.

Parents will not be allowed access to the hallways and classrooms after the first 2 days of school. We recognize that the first day of school is a special day. However, to ensure the safety of all of our students we cannot allow free passage within the hallways after the first 2 days of school. All visitors must check in through the office. Once signed in through the office the visitor may be buzzed into the building through the main office.

Assemblies will have a modified restriction policy at the elementary. We realize that parents want to support their children and watch them be recognized. In order to allow this to occur, assemblies will be invitation only for parents. If your child is being recognized, you will receive an invitation to attend the assembly. For those unable to attend, we will continue to video and post the assembly to Facebook. We would like to be able to have all parents be present at assemblies, but our gymnasium capacity has been set at 526 people by the State Fire Marshal. We have close to 400 students and over 50 staff members. That leaves us with only a little over 75 spots available before we reach maximum capacity. We do not believe it would be fair to count patrons as they enter and possibly have to deny entrance when capacity is met. One way we will help with this is to move assemblies such as the Veterans Day Assembly to the Ramona Campus. Our Ramona gym has a capacity over 1200 people. On assemblies like this, we welcome our parents to join us as we salute our Veterans.

VIRTUAL LEARNING STUDENT/PARENT CONTRACT

*Return this completed form to your School Counselor or school office.

My parent/guardian and I, as a student, understand that by requesting to participate in virtual learning, I am making a commitment to the following:

INTRODUCTION:

Caney Valley Virtual Learning is a part of Caney Valley Public School program and was created to serve two purposes: 1) to provide a virtual learning choice for any students enrolled in the Caney Valley Public School system, 2) to provide an alternative learning environment for at risk students which may include academic deficiency, behavioral difficulties, excessive absences, pregnancy or parenting, adjustment problems, or juvenile justice involvement.

This virtual learning will give students the ability to complete their education through a choice of total virtual classes or blended virtual classes. The final goal is to provide students a rigorous education and move on to higher educational or career opportunities. Students will abide by the procedures and policies of the Caney Valley Public Schools handbooks. District Board Policies and site handbooks are available on the website at www.caneyvalleyschool.org

1. Student Expectations:

As a Caney Valley Virtual Student, I understand that some of the factors used to determine if I am eligible for online learning include, but are not limited to the following- good attendance, good academic standing, good discipline record, adequate computer skills, and ability/willingness to work independently. Online learning is a privilege and if deemed educationally inappropriate the school can refuse or revoke online privileges to students.

Caney Valley Public School students must apply to be part of the Virtual Learning Program.

- The following criteria is considered during CVPS applicant selection:
 - Teacher and administrator observation
 - Attendance problems due to family emergencies or extenuating circumstances that require students to be available.
 - Attendance problems due to mental and physical health concerns, as indicated by a health professional
 - Outside influences that the traditional school setting compromises
 - The need for credit recovery
 - The need for an alternative to a traditional classroom setting
 - Inability to attend class during the school day

- Academic performance in a traditional school setting.

2. Attendance:

As a student, I will actively work in my course(s) and fully participate in the enrolled course(s) as required by the online course AND Caney Valley Public School. To have the proper amount of activity in the class, a student must log into each course several times per week on different days. Although each course is different, a student is expected to spend the appropriate amount of time in the course to stay on pace with the course per district program expectation according to each student's individual study contract. Students must be active in their virtual classes for a minimum of 20 hours per week, which is 4 hours per day in a 5 day week (See Part time student hours below). A student may work ahead of target dates at any time. Students may login any day of the week, including weekends and holidays. Attendance is measured by submission of assignments, tracking mechanism on Edgenuity program, and communication with the teacher. A virtual learning absence is defined as lack of progression/engagement within the learning management system putting the student at risk for learning loss and/or academic gaps.

- a. 3 Absences: No progression for a total of 3 days.

The Virtual Director will notify parents/guardians and offer support. Assist with connectivity issues, technology needs, and/or navigating platforms. Offer assistance with any barriers causing a lack of engagement.

- b. After 6 Absences: No progression for a total of 6 days.

The Virtual Director will schedule a school team meeting with parent/guardian and discuss the student's progression. The Virtual Director will transfer the student back to in person learning.

- c. After 10 Absences;

The Virtual Director will drop the student from enrollment at CVHS or CVMS when the student has 10 consecutive absences. This aligns with district policy relative to all student absences, whether in-person or virtual. The Parent/Guardian will be notified and reported to the District Attorney.

3. I understand the minimum time requirements for a virtual course:

- a. Full time virtual student: Average of 20 hours per week or 40 minutes per course.
- b. Part time student: 1-4 courses: Minimum of 1 hour a week per course.
- c. Absences will be entered into Wengage on Monday for the previous week.

4. I understand that if my progress falls behind and I am failing the class, I will be placed on probation requiring daily attendance to the after school tutoring program. After school tutoring will be from 3:00-5:00. Locations of tutoring will be determined at the time of

assignment. The student will attend daily until progress is back on target. If a student has been directed to attend after school tutoring and does not show, he/she will be counted as truant.

5. After the first two weeks of the program, if I am unable to maintain regular daily progress and weekly attendance, I will be required to return to the in-person classroom at Caney Valley Public School.

6. I understand that once enrolled in an online course, I must stay in that course for the duration of the course or until Semester.

a. I understand that I can drop the course on days 1-7 without penalty. After the 7th day, should I not complete the course; my transcript will include a failing grade.

b. Transfers to or from the Virtual Learning mid-semester are based on extreme circumstances only and are to be determined by school principals and counselors.

7. Calendars:

a. Caney Valley Virtual Learning Calendar mirrors the in-person CV calendar. Anytime school is out (holidays, inclement weather) then the Virtual Learning student will be out of school.

8. Eligibility OSSAA:

a. I understand that virtual courses will count towards my eligibility for extracurricular activities. A student must be passing in all subjects he/she is enrolled in during a semester and be in good standing regarding attendance (90% rule). If a student is not passing all subjects enrolled, on the day of the grade check, he/she will be placed on probation for the next one-week period. If a student is still failing one or more classes during the next week on the grade check day, he/she will be ineligible to participate during the next one-week period. The ineligibility periods will begin on Monday and end on Sunday.

b. According to OSSAA rules, students must attend at least one period on campus in order to be eligible for participation in OSSAA sponsored activities. Students may need to be enrolled in a traditional class such as football, softball, basketball, band, AG, etc. in order to participate in competitions or contests. Students also need to maintain eligibility according to OSSAA in order to participate in games or contests.

c. In order to be considered present at school to participate in extracurricular competitions, students must attend at least one hour per day at school, must be in attendance of their activity on campus, and must be logged into the online platform for the time required to meet OSSAA eligibility requirements.

d. Students may not be eligible to meet NCAA requirements due to the virtual format.

Student Eligibility and Requirements:

Students who meet the following requirements are eligible to participate in the virtual education program.

- Students must be a resident in the Caney Valley Public Schools District.
- Students must participate in all required state-level academic assessments (OSTP and ACT) in the same manner as other regularly enrolled students within the district. Assessments will be taken at the school site at which the student is enrolled.
- Students will accomplish individualized career academic plan activities, ICAP, as designated by the school (grades 9th-12th only).
- Students must have access to consistent, daily internet service.
- Students and parents/guardians will respond to school system communication in a timely manner.
- If there is failure of communication, or the school is unable to contact parent/guardian to formulate an improvement plan, then the student will be considered truant, and a letter will be sent to Washington County Truancy Board.
- Students must have reliable transportation to and from school to attend scheduled meeting times for discussion of student progress, resources or tutoring, extra-curricular activities or for assessments, as needed.
- Parents/Guardians must be available for teachers to contact throughout the day to stay up to date on student's progress.
- Parents/Guardians must play an active role in holding the student accountable to keep designated pace.
- I will exhibit appropriate netiquette while communicating with my peer mentor, teacher, and virtual director.

9. I will use the school network and equipment in compliance with the Caney Valley Public Schools Acceptable Use Policy. Student email and school devices may be monitored for policy violations or safety concerns.

10. I understand that an email address (both parent and student) is required for communication and that I need to check it daily.

11. Grading:

Understanding Online Grades:

Actual Grade = The grade the student will receive each week for grade check. The actual grade is used for all quarter grade calculations and for the final grade if the student fully completes the course.

Overall Grade = The grade the student has earned on the work (assignments) he or she has completed thus far.

Relative Grade = The grade the student would receive in the course if he or she stopped working today. The relative grade is used if the student does not complete 100% of the course.

Complete = How much of the course the student has completed to date.

Start Date = The date that the course is available to students to begin working.

Target Date = The date at which the course is expected to end.

Completion = How much of the course has been completed.

Target Completion = How close to the end date the student currently is.

Est. Time Remaining = How many hours are left in the course.

Daily Goal = How much time the student needs to spend working every day to meet their end date.

Plagiarism is not acceptable, if your student plagiarizes an assignment, their assignment will be reset and they will be asked to do it one more time. If they fail to fix the plagiarism, they will be assigned a grade of zero for the assignment.

12. I understand online courses will be included in my GPA at the conclusion/completion of the course.

a. I understand that CVHS will only allow me to repeat a failed online course ONE TIME. After that, I will be placed into a regular teacher-led course at CVHS.

Additional School Requirements

Students will be REQUIRED to attend school, (counselor's office), to complete required state assessments, ICAP paperwork, virtual academic meetings, and Unit Tests and Cumulative tests for each subject. This is required by the district. The virtual director will coordinate the meetings with the student and parent(s)/guardian(s) at the time of enrollment. The student's progress could determine an adjustment to the frequency of the meetings. Parents and students will be given adequate notice and will have access to transportation as needed.

Unit tests and Cumulative Tests

Unit Tests and Cumulative Tests must be completed at school. The tests will be administered either by the counselor, or teacher of the subject. Student's tests will remain locked until they arrive at school and are ready to begin testing. Students are encouraged to take notes

during their assignments while working at home. Notes must be shown to the proctor of the test before beginning the testing session. Student's notes may be used as a resource while testing.

Under certain circumstances, one exam can be bypassed per class, so that the student can continue working without falling behind in progress. The bypassed exam will be taken during the next testing session for the student.

State Testing Requirements

All students in grades 3-8 and 11 are required to take state assessments. Students will take a test in English Language Arts and Math every year in grades 3-8. They will take a Science Assessment in grades 5, 8, and 11. Students will also take the ACT and US History tests in grade 11. **These are all required assessments by the Oklahoma State Department of Education. Students will be required to be at school on the testing days.**

VIRTUAL LEARNING STUDENT/PARENT CONTRACT

*Return this completed form to your assigned School Counselor or school office.

STUDENT NAME _____

● I affirm that I, the student, will complete assignments, projects, and tests without the assistance of another person or resource, unless permitted by the online instructor. I further affirm that all work will be of my own origin; I will cite sources when required. I have read, understand, and agree to abide by this contract.

Student's Name (print): _____

Student's Signature: _____

Student's Email: _____

Phone number: _____

Course(s) student plans to take _____ ☐ Credit Recovery

_____ ☐ Credit Recovery

_____ ☐ Credit Recovery

● As parent/guardian I have read, understand, discussed with my child, and agree to abide by this contract.

Parent/Guardian's Name (print): _____

Parent/Guardian's Signature: _____

Date: _____

Parent/Guardian's email address: _____

Phone number: _____

☐ I agree to attend Parent/Teacher Conferences once each Semester to communicate my student's progress with the virtual director.

Please return this form completed to your School Counselor

*This form will be kept on file for one academic year with the Caney Valley School
Virtual Director

A new contract will need to be completed each academic year!

For Virtual Director/School Counselor use ONLY

School Counselor: _____ Date: _____

Grade Level: _____ Does student have IEP or 504? _____

Peer Mentor: _____

Academic Year: _____ Academic Term: ☐ Fall ☐ Spring ☐ Year-Long ☐ Summer

Application Instructions

Student Name _____

1. The referring counselor or principal must complete the referral form. Current dropouts will need to enroll through the HS Office.
2. A parent/guardian must complete the student information form and the parent/guardian survey.
3. The student will complete the student contract and student self-evaluation during the interview process. As soon as the application is received, the placement committee will meet to determine student placement. The placement committee may consist of the referring principal and/or counselor, teacher of record for IEP students and/or Special Services Director.
4. Please call the Virtual Director for more information.
Carmen Hill 918-536-2705

Caney Valley Virtual School Referral Form

Referring Principal/Counselor's Name _____

I am referring _____ to Caney Valley Virtual School for the following reasons:

Credit Deficiencies

Excessive Disciplinary Issues

In Crisis (pregnancy, drug/alcohol use, family trauma, etc.)

Lack of Motivation

Low GPA

Mental Health Issues (depression, anxiety, etc.)

Physical Health Issues

Poor Attendance

Social Withdrawal

****Is this student currently on an IEP or 504? Yes or (No)**

If yes, please describe _____

Caney Valley Virtual School

Student Information

Student Name: _____ Date of
Birth: _____

Age _____ Gender: M F

Parent/Guardian Name(s): _____

Address: _____

Student Address (if different from parent/guardian address)

Parent/Guardian Phone #s:

Work: _____

Cell: _____

Parent/Guardian Email Address: _____

Student Phone number:

Cell: _____

Caney Valley Virtual School

Parent/Guardian Survey

1. What do you believe are the main reasons for your student's lack of success within the traditional school environment?

2. Why do you want your student to attend Caney Valley Virtual School?

3. Please describe your student's interactions with both peers and with authority figures:

4. What else should we know about him/her?

5. Has your student ever been on an IEP for a learning disability or emotional disturbance? Yes or No

If yes, please describe: _____

6. Is your student currently under the care of a psychiatrist, psychologist, or a counselor?

7. Yes or No

If yes, please describe:

Caney Valley Virtual School

Parent Contract

I agree to support all Caney Valley Virtual School policies and procedures. I agreed to abide by all Caney Valley Public School District policies and procedures.

Parent Signature

Date

Student Signature

Date

Please call the Virtual Director for more information.

Carmen Hill 918-536-2705

chill@caneyvalleyschool.org