Why Choose the Cherokee County Virtual Academy?

The virtual school is a standalone supplementary program that provides Cherokee County School District students and families with a learning experience that allows flexibility in location while connecting students with rigorous coursework and strong connections with teachers. The Virtual Academy is a choice for students and families who seek flexibility in the usual school format and who have the capacity to support and supervise rigorous schooling at home.
Parents and Students of the CCSD Virtual Academy,

We take pride in Cherokee County School District for putting staff and students first in all decisions we make. With that in mind, we are once again offering a renovated Virtual Academy to the students of Cherokee County School District. We understand the complexity that comes with making plans for your child’s future, and we are here to help you through that process each step of the way. In this document you will find the application for the Virtual Academy, parent contract, frequently asked questions and answers, and a simplified description of education plans for each grade band offered. Though we may not be together as soon as we would like, we are always here to help you and your child no matter the distance between us. As you read and complete the packet of information for admission, if you have any questions or concerns please reach out to me, and I will be more than happy to assist. Thanks so much for your time, for your continued support of your child’s success, and for being a member of the CCSD family. I look forward to serving you and your children here in Cherokee County School District.

Respectfully,

Dr. Hunter O. Jolley

Hunter.jolley@cherokee1.org
What is the format of the elementary virtual program?

The Elementary Virtual Academy will receive daily instruction through a 100% virtual model. Elementary students will be expected to participate in live (synchronous) lessons in English Language Arts, Math, Social Studies, and Science daily. Additionally, students will participate in recorded, asynchronous related arts (music, art, and physical education) through the Edgenuity online program. Instruction will include a variety of whole group instruction, small group lessons, and individual meetings with teachers. Students will also be required to complete work and projects independently.

The following is a sample Virtual Academy elementary schedule:

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00am</td>
<td>Morning Meeting (Attendance/Class Share)</td>
</tr>
<tr>
<td>8:30-9:00am</td>
<td>Writing</td>
</tr>
<tr>
<td>9:30-9:45am</td>
<td>Whole Group Reading</td>
</tr>
<tr>
<td>9:45-10:45am</td>
<td>Small Group Reading Time</td>
</tr>
<tr>
<td>10:45-11:15am</td>
<td>Whole Group Math</td>
</tr>
<tr>
<td>11:15-12:00pm</td>
<td>Small Group Math</td>
</tr>
<tr>
<td>12:00-1:00pm</td>
<td>Lunch and Related Arts</td>
</tr>
<tr>
<td>1:00-2:00pm</td>
<td>Social Studies and Science</td>
</tr>
<tr>
<td>2:00-3:00pm</td>
<td>MTSS and Homework Time</td>
</tr>
</tbody>
</table>

What are the characteristics of a successful Cherokee County Virtual Academy elementary school student?

To be successful in the virtual environment, the Virtual Academy elementary student must:

- Be committed to attend all virtual meetings/classes daily
- Have adult supervision to foster a strong work ethic and support time management skills
- Have a quiet, yet supervised, learning space that is free of distractions
- Be self-directed, self-motivated, and able to work independently
• Be ready to persevere, self-advocate, and seek help when needed
• Be comfortable with computer and technology needed to learn

Additionally, it is recommended that Virtual Academy students have a space and schedule at home that supports virtual learning an adult at home who can assist with technology, academic supports, and time management.

Families are asked to commit to the Virtual Academy for a one-year basis.

Students will forfeit school choice assignments when enrolling into the Virtual Academy.

Minimum enrollment threshold must be met in order to offer virtual coursework for each grade level. If minimum enrollments are not met then the programming will not be offered for that grade level.

What will I need to provide for my virtual student to be successful?

The district will provide a technology device, but it is vital that Virtual Academy students have a quiet place without distractions to focus on virtual learning while at home. It is also important for the student to have adult supervision. The Virtual Academy students will need reliable connectivity to the Internet, earbuds/headphones, and a microphone to participate actively in virtual lessons.

Testing:

The State Department of Education will continue to REQUIRE in-person assessment on State-required tests. The Home School will communicate with families and students about where these tests will need to be taken and how they will be scheduled.

These tests include the following:

• 2nd grade Inview and CogAt
• 3rd-5th grade SCReady and SCPass
• 5K-5th grade Access
• K-5th grade NSGR
• 5K-5th grade iReady
- 5th grade Pre-Algebra placement test

An orientation to the Virtual Academy will be provided before the start of the school year.

Cherokee County Virtual Academy Middle School

What is the format of virtual school for middle school students?

*Students in the Virtual Academy will take four, year-long core classes (English Language Arts, Math, Social Studies, and Science. They will also enroll in one elective course each semester.*

*Students will follow a synchronous schedule meaning, they will join live virtual sessions online with a teacher at specific times during the day. Time will be set aside for students to work independently on assignments and projects.*

*Instruction will include a variety of large group class meetings, small group work, and individual conferencing with teachers. Additionally, some related arts courses may be self-paced, self-guided through Edgenuity coursework.*

The following is a sample schedule for Middle School Virtual students:

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:15-9:20am</td>
<td>ELA Large Group/Small Group Instruction</td>
</tr>
<tr>
<td>9:30-10:45am</td>
<td>Math Large Group/Small Group Instruction</td>
</tr>
<tr>
<td>11:00-12:30pm</td>
<td>Elective Period and Lunch</td>
</tr>
<tr>
<td>12:30-1:15pm</td>
<td>Science</td>
</tr>
<tr>
<td>1:30-2:15pm</td>
<td>Social Studies</td>
</tr>
<tr>
<td>2:30-3:00pm</td>
<td>Small Group Guidance</td>
</tr>
</tbody>
</table>

What are the characteristics of a successful middle school student in the Cherokee County Virtual Academy?

*To be successful in a virtual environment, the Virtual Academy middle school student must:*
- Have a strong work ethic and time management skills
- Be self-directed, self-motivated, and able to work independently
- Be ready to persevere, self-advocate, and seek help when needed
- Be comfortable with computers and the technology necessary to learn
- Be committed to attend virtually at all required meeting sessions

_Additionally, it is recommended that Virtual Academy students have a space and a schedule at home that supports virtual learning and an adult contact at home who can assist with technology and time management._

_Families are asked to commit to the Virtual Academy on a one-year basis._

What will I need to provide for my virtual student to be successful?

_The district will provide a technology device, it is vital that the Virtual Academy students have a quiet place without distractions to focus on virtual learning while at home. It is also important for the student to have adult supervision. Virtual Academy students will need reliable connectivity to the Internet, earbuds/headphones, and a microphone to participate actively in virtual sessions._

_Students will forfeit school choice when enrolling into the Virtual Academy._

_Minimum enrollment threshold must be met in order to offer virtual coursework for each grade level. If minimum enrollments are not met then the programming will not be offered for that grade level._

_Course offerings are dependent upon student enrollment and teacher availability. If a course is not available, the school’s guidance counselor will work with the student to select an alternative._

<table>
<thead>
<tr>
<th>Middle School Core Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>6th Grade ELA</td>
</tr>
<tr>
<td>7th Grade ELA</td>
</tr>
<tr>
<td>8th Grade ELA</td>
</tr>
<tr>
<td>English I</td>
</tr>
<tr>
<td>6th Grade Social Studies</td>
</tr>
<tr>
<td>7th Grade Social Studies</td>
</tr>
</tbody>
</table>
Testing:

The State Department of Education will continue to REQUIRE in-person assessment on State-required tests. The Home School will communicate with families and students about where these tests will need to be taken and how they will be scheduled.

These tests include the following:

- 5th - 8th grade SCReady and SCPass
- 6th-8th grade Access
- 8th grade PSAT
- 8th grade End of Course Tests (Including some high school courses taken in middle school)
- 6th-8th grade iReady

An orientation to the Virtual Academy will be provided before the start of the school year.
Cherokee County Virtual Academy High School

Students will follow a regular, daily schedule each day. Students will have a combination of virtual/live online learning teaching and asynchronous courses through the Edgenuity platform.

Students will have 4 classes each semester. A sample schedule is provided below:

<table>
<thead>
<tr>
<th>Time</th>
<th>Class</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:10-9:30am</td>
<td>Block 1</td>
<td>80 minutes</td>
</tr>
<tr>
<td>9:40-11:00am</td>
<td>Block 2</td>
<td>80 minutes</td>
</tr>
<tr>
<td>11:00-11:50am</td>
<td>Lunch</td>
<td>50 minutes</td>
</tr>
<tr>
<td>12:00-1:20pm</td>
<td>Block 3</td>
<td>80 minutes</td>
</tr>
<tr>
<td>1:30-2:50pm</td>
<td>Block 4</td>
<td>80 minutes</td>
</tr>
</tbody>
</table>

Additional course opportunities:

The flexibility of the CCVA allows high school students options to accelerate options, to pursue individual interest, and to tailor individual schedules.

It is important to note that transportation is not provided for Virtual Students; therefore, enrollment must be dependent upon personal transportation in regards to individual interests and testing demands.

Minimum Expectations:
It is strongly recommended that all students take 8 units each year, four courses per semester. Students will work with home school guidance counselors to determine course registration options.

All students must work with their school’s guidance counselor to earn all 24 credits and meet all requirements necessary for a South Carolina High School Diploma.

The Virtual Academy is able to offer some Advanced Placement courses to give students the opportunity for rigorous advanced study. These courses are listed in the course catalog. They are each 100 percent self-paced through the Edgenuity online learning platform.

Minimum enrollment threshold must be met in order to offer virtual coursework for each grade level. If minimum enrollments are not met then the programming will not be offered for that grade level.

What are the characteristics of a successful high school student in the Cherokee County Virtual Academy?

To be successful in a virtual environment the Virtual Academy high school student must:

- Have a strong work ethic and time management skills
- Be self-directed, self-motivated, and able to work independently
- Be ready to persevere, self-advocate, and seek help when needed
- Be comfortable with computers and the technology necessary to learn
- Be committed to attend virtually at all required meeting sessions

Families are asked to commit to the Virtual Academy on a one-year basis. If space availability permits, high school students may apply by December 1st to return to 100% face-to-face instruction for second semester.

What will I need to provide for my virtual student to be successful?

The district will provide a technology device, but it is vital that Virtual Academy students have a quiet place without distractions to focus on schooling while at home. It is also important for the student
to have adult supervision. Virtual Academy students will need reliable connectivity to the Internet, earbuds/headphones, and a microphone to participate actively in virtual lessons.

Students will forfeit school choice when enrolling into the Virtual Academy.

Due to the nature of the programs, students in the Virtual Academy are unable to participate in the Cherokee County Early College or Scholars’ Academy.

Testing:

The State Department of Education will continue to REQUIRE in-person assessment on State-required tests. The home school will communicate with families and students about where these tests will need to be taken and how they will be scheduled.

These tests include the following:

- 9th-12th grade Access
- 11th-12th grade WIN
- 9th-12th grade End of Course Tests
- 9th-12th Grade Advanced Placement Tests

An orientation to the Virtual Academy will be provided before the start of the school year.
1. **Food Services Information:** (students whose parents wish to collect food from school daily)

2. **Social and Emotional Support:** Your child’s social and emotional well-being are paramount to us at CCSD, and enrollment in the Virtual Academy is no different. If your child is in need of assistance, please make contact with your student’s home school and speak with a guidance counselor on staff. Staff email addresses can be located on each school’s website. In CCSD we believe in developing the whole-child, and guidance is an essential role in that development process.

3. **Student and Parent Expectations:**
   a. **Code of Conduct:** Students will be expected to behave in the same manner in the Virtual Academy as they would if attending for face-to-face instruction. Disciplinary issues will be handled by the student’s home school administration.
   b. **Dress Code:** Students must be dressed appropriately for virtual learning. This includes being clothed during virtual meetings and having attire that is not offensive/obscene/or too revealing for the meeting. Students should dress for success as if they were in the normal face-to-face setting.
   c. **Internet Connectivity:** A reliable Internet connection will be required for the Virtual Academy. CCSD will not provide Internet connectivity for students. This will be provided by the parent/guardian.

4. **Instructional Services:**
   a. **Recovering Credit:** Students who fail courses virtually will be at risk of being placed back in the face-to-face learning atmosphere. Due to the pace of the virtual program there is very little room for recovery of missed opportunities with credit.
   b. **Retention Policy:** The Cherokee County School District Virtual Academy will review student progress and make determinations about the continuance of virtual services.
   c. **Late Assignments:** Timeliness is a valuable virtue that every individual should have the opportunity to learn and put into daily practice. Due to the nature of the Virtual Academy and the pace of the work load, it is important that work is submitted on time. For this reason, late work will not be accepted unless prior approval from the supervising teacher has been granted.
d. **Academic Integrity Code:**
Understand that plagiarism is academic theft. It is taking credit for someone else’s writing without referencing the author with proper citation and a works cited reference. Plagiarism includes copying and pasting text from online resources and printed texts. Understand that cheating is sharing independent work or copying the work of others in class or digitally. Virtual School requires independent and individual work. Plagiarism will result in the student receiving a zero on the assessment. Cheating will result in both students receiving zeroes on the assessment.

e. **Asking for Help:** It is important that you and your student reach out to get additional assistance as soon as possible. Once you identify the problem, make contact as soon as possible so that your student does not fall behind. Email your student’s instructor directly for assistance.

f. **IGP Process:** You home school’s guidance counselor will be in contact with you as the student’s guardian/parent to schedule IGP conferences annually. It is important to note that this process is mandatory and will be essential in planning for your student’s future educational services.

g. **Rule on Extra Credit:** Due to the nature of the Virtual Academy, there will be no opportunities for extra credit during the duration of the school year. It is important that students take advantage of maximizing their opportunities in completing each assignment to the fullest of his/her abilities.

h. **Mandatory Parent/Student Meetings:** Parents and students will be asked to attend check-ins every two weeks with instructors to discuss performance in an attempt to maintain success for all students.

i. **Parent/Student Orientation:** Attendance to the CCSD Virtual Academy orientation is mandatory for both the parents and student. This will be a great time to embark on the right path and be best prepared to help your student succeed. An official invitation will follow once your student has been approved for the CCSD Virtual Academy.

j. **Withdrawal Policy:** You must make a year-long commitment to the CCSD Virtual Academy. If you have a high school-aged student who wishes to return to face-to-face instruction for the second semester, you may make that request. Any requests will be taken into consideration and may be accepted based on enrollment counts at the institution.

k. **Application Policy:** A completed application and parent contract must be submitted along with a physician’s note in order to be considered for the CCSD Virtual Academy. Note that an application submission is not a guarantee of acceptance. All applications must be filed prior to the final day of the application window. No late applications will
be considered. Applications missing the required documents will be disqualified from acceptance.

I. **Enrollment Procedures:**

**Enrollment and Attendance Registration:** All students need to register with their home schools by DATE TBD. Although students will be taking courses virtually, they will still remain within the home school PowerSchool database.

Requirements for enrollment are as follows:

- Birth Certificate
- Proof of Residence (e.g. current utility bill, lease, etc. showing physical address)
- Immunizations (contact SC Dept. of Health regarding waiver information)
- CCSD Virtual Parent Agreement

m. **Attendance Policy:**

**Student Attendance and Instructional Time** Virtual attendance refers to the delivery of instructional content that does not occur in a physical classroom on school grounds or school property. This includes instruction provided via an online or electronic platform, as well as instruction provided in a physical offsite location separate from school property. Virtual attendance is determined by whether or not a student submits work or participates in assigned activities in accordance with the classroom teacher’s written requirements.

- Students who submit assignments or participate in assigned learning experiences by the deadline established by the classroom teacher should be considered present.
- Students who fail to submit assignments or fail to participate in assigned learning experience(s) by the deadline established by the classroom teacher should be considered absent. Again, whether the absence is “excused” or “unexcused” should be established by district procedures and policies and must be consistent with state law and regulations.

**Absences**

Lawful “excused” absences include but are not limited to absences due to:
- a student’s own illness and whose attendance in school would endanger his or her health (more than 3 consecutive days require a doctor’s note)
- an illness or death in the student’s immediate family
- a recognized religious holiday of the student’s faith
- activities that are approved in advance by the CCSD VA Director

Unlawful “unexcused” absences include but are not limited to absences of a student:
- without the knowledge of his or her parent(s)/guardian(s)/instructor(s)
- without acceptable cause with the knowledge of his or her parent(s)/guardian(s).

n. **Special Education:** Students who receive IEP or 504 services will be contacted by the district special education department to make necessary arrangements.
o. **Academic Probation Plans:** Students who fail to meet satisfactory standards during time in the virtual academy may be subject to being placed on an academic probation plan. This plan will identify exact measures for academic success. Failure to comply with the plan may result in the student being removed from the virtual academy. These plans will be administered by the student’s home school administration.

p. **Person of Contact:** For all inquiries regarding the CCSD Virtual Academy please contact Dr. Hunter Jolley at hunter.jolley@cherokee1.org.