

**Series 6000 - Instruction****1. Elementary and Secondary****G. Curriculum Extensions****(2) Program Adaptations/Alternative Programs****(1) Virtual/Online Learning**

The Board of Education believes that distance education through virtual/online learning is an alternative effective means of instruction for students. A virtual school is hereby defined as an educational organization that offers courses at various grade levels through internet or web-based methods. These schools can offer courses to enhance, supplement or enrich the existing curriculum and can also provide an alternative means of instruction. Interactive virtual/online learning does not require the student to be physically present in the same location as the instructor or other students.

Virtual/online education courses for credit recovery will be part of this district's educational program delivery system to increase accessibility and flexibility in the delivery of instruction. In addition to regular classroom-based instruction, students may earn credit through distance education provided by virtual/online courses.

All virtual/online education programs and courses will be consistent with district instructional goals and aligned with Connecticut's academic standards, curriculum frameworks and assessments. The administration is directed to periodically review instructional materials of virtual/online courses to ensure they meet program standards. Further, such courses must provide the opportunity for substantive, personal and timely interactions between staff and students and among students.

Credits through online or virtual learning may be earned in the following circumstances:

- The course will serve as a supplement to extended homebound instruction.
- The district has expelled the student from the regular school setting, but educational services are to be continued.
- A student has failed a course and wishes to recover credits in that course area.
- The course will serve as a replacement of a course due to scheduling conflicts.
- The course is not traditionally offered within the SHS Program of Studies.
- The student's PPT or Section 504 team has determined it to be an appropriate means of instruction.
- The student completes the program under the regular supervision of a SPS employee.
- A similar add/drop procedure is followed consistent with that employed for all SHS courses.

As determined by the Board/school policy, students applying for permission to take a virtual course will do the following:

- Complete prerequisites and provide teacher/counselor recommendations to confirm the student possesses the maturity level needed to function effectively in a virtual/online learning environment.
- Obtain the written approval of the principal or his/her designee before a student enrolls in a virtual/online course.
- Adhere to the district code of conduct and policies regarding the use of technology and the internet.

The school must receive an official record of the final grade before awarding credit toward graduation.

Through its policies and/or supervision plan, the school shall be responsible for providing appropriate supervision and monitoring of students taking virtual courses.

Students will have access to sufficient library media resources such as a “virtual library” available through the internet, laboratory facilities, technical assistance, and hands-on training and information.

### **District Review Committee**

The Superintendent shall establish a committee to review all virtual/online education courses prior to use by the district. This committee will be comprised of the Assistant Superintendent, a high school administrator, a high school counselor, content area supervisors, and department leaders. The Student Program and Services Committee of the Board will be made aware of virtual/online education courses being used by the district.

### **Evaluation**

The district will evaluate the educational effectiveness of the virtual/online courses and the teaching and learning process through review of student assessments and records, and feedback from teachers, students, and parents.

Policy adopted: February 4, 2014  
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SUFFIELD PUBLIC SCHOOLS  
Suffield, Connecticut