

## **INSTRUCTIONAL SERVICES**

**Policy 6191**  
**(Regulation 6191)**

### **Curriculum Services**

#### **Virtual Education – Full-Time Equivalent**

District students will have the opportunity to participate in a virtual education program as a full-time student as provided in the Policy/Regulation. For purposes of this policy, a full-time student is a student enrolled in six (6) credits per regular term.

The District will, in good faith, collaborate with the parents/guardians of full-time virtual students, the virtual program and the Host District. Designated “Host Districts” for full-time virtual students will be responsible for enrolling, monitoring, reporting, disenrolling, if required, full-time virtual District students. The District will not play any significant role in these decisions.

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**Curriculum Services**

**Virtual Education – Full-Time Equivalent**

As set forth in Policy 6191, the District will not be involved in the eligibility determination, in the enrollment, approval of virtual classes, disenrollment, nor the appeals from such decisions. The decisions will be made exclusively by the designated “Host District”. DESE will develop a “State Enrollment Plan” providing for enrollment of full-time virtual instruction students.

**Assistance**

The District will provide any relevant information and input on the enrollment, within ten (10) business days of written notice from the virtual program of the enrollment application.

The District will be provided ongoing access to academic and other relevant information on student success and engagement.

**Reimbursement of Districts Costs**

DESE’s State Enrollment Plan for full-time virtual student will include financial terms for reimbursement by the Host District to the District for the necessary costs of any full-time virtual program. As set out in an education service plan, such costs include access to school facilities during school hours of resident full-time students for purposes of participation and instructional activities of the full-time virtual program.

“Instructional Activities” as used in this Regulation means classroom-based or non-classroom-based activities that a full-time virtual instruction student is expected to complete, participate in, or attend during any given school day such as:

1. On-line log in to curricula or programs
2. Offline activities
3. Completed assignments
4. Testing
5. Face-to-face communications or meetings with school staff
6. Telephone or video conference with school staff
7. School sanctioned field trips, or
8. Orientation

**Disenrollment of a Full-Time Virtual Student**

If a Host School disenrolls a District student, the Host School shall immediately provide written notification of disenrollment. The District will provide the parents/guardians of student with a written list of available educational options and will promptly enroll the student in the selected

option. Any resident student disenrolled from a full-time virtual school will be prohibited from re-enrolling in the same virtual school for the remainder of the school year.

The academic performance of a student who disenrolls from a full-time virtual program and enrolls in the District will not be used in determining the District's annual performance report score for the first twelve months from the date of enrollment.

### **Notice**

The District will provide a copy of DESE's Virtual School Guidance document to every District student and parent/guardian at the beginning of each school year. The District will also follow this distribution process for every student enrolling after the beginning of the school year. In addition, the district will provide an electronic version of the Guidance document on the main page of the District's website.

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