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# FLEMING COUNTY SCHOOLS

## FLEMING COUNTY PERFORMANCE ACADEMY



### **2021-2022 Framework**

The vision of Fleming County Schools is to become a District of Distinction.

*Board Approved April 20, 2021*

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# SECTION 1: OVERVIEW

## **District Mission Statement**

The mission of Fleming County Schools is to unite with family and community to provide an equitable, high-quality education that meets the needs of each student in a caring and safe learning environment, which will ensure that students become successful through life.

## **District Vision Statement**

The Fleming County School District's vision is to become a District of Distinction.

## **District Beliefs**

We believe...

- Continuous improvement is essential to stakeholder empowerment.
- A world-class education is essential to college & career readiness.
- Connected and efficient systems are essential for 21<sup>st</sup> Century teaching and learning.
- Parent and community engagement are essential for student success.

## **Equity Statement**

All Fleming County Schools' students deserve the right to a free, safe, personalized, and equitable education without barriers and prejudice. All staff is responsible for creating the best learning environment, experiences, and opportunities that will lead to all students becoming college, career, and life ready.

## **Overview**

The Fleming County Performance Academy is a virtual learning environment open to K-12 students who are enrolled in Fleming County School. Students enrolled in FCPA have full access to all resources, services, and extra activities as traditional in-person students. The goal of the Fleming County Performance Academy is to provide a learning option for students who are considered homeschooled, students who want to enter the Next Generation Learning path, and students who have proven that they have successfully completed virtual learning in the past.

## **SECTION 2: GENERAL ENROLLMENT INFORMATION**

### **Tuition**

There will be no charge for classes for students who are residents within Fleming County. For students out of the district, Fleming County Schools will follow our attendance contract. According to a schedule adopted by the Board of Education, a nonresident student shall be charged a tuition fee, equivalent to SEEK, unless the student's district has signed a reciprocal agreement. Fleming County Board Policy (09.124)

### **Pandemics**

The Fleming County Performance Academy was created to serve the various needs of individual students. As we have learned, schools will need to quickly adapt to the many changes confronting society in future years. With that in mind, the Fleming County Performance Academy must remain flexible to accommodate the various needs of students as a result of pandemics, while still maintaining the rigor and integrity of this virtual learning environment. Enrollment requirements listed in this framework may be waived on a case-by-case, medically supported basis due to pandemics.

### **Fall Semester Start Date: Monday, August 30, 2021 (subject to change )**

Students who wish to participate in FCPA must enroll during open enrollment (Fall Semester) and open enrollment (Spring Semester-\*for transfers, new students, or extenuating circumstances only) of the current academic year in order to meet academic expectations required by Fleming County Schools. All students enrolling in FCPA must complete the application process and fill out all enrollment forms as required by the district.

### **Spring Semester (2021-2022) Start Date: Monday, January 10, 2022 (subject to change)**

Students who wish to participate in FCPA must enroll during (Spring Semester - for transfers, new students, or extenuating circumstances only) the current academic year in order to meet academic expectations required by Fleming County Schools. All students enrolling in FCPA must complete the application process and fill out all enrollment forms as required by the district.

## Enrollment Requirements:

Student acceptance into the Fleming County Performance Academy is contingent upon the decision of the admission committee.

- Students who are currently enrolled in any public school must:
  - Have administration recommendation (in-person for the 2020-2021 school year).
  - Have teacher and coordinator recommendation (virtual for the 2020-2021 school year).
  - Have a current barrier: health impairment, socio-economic or social-emotional factor. All individual needs will be reviewed on a case-by-case basis and professional/medical documentation may be required.
- Students who have never been enrolled in a public school must meet the following requirements:
  - Submit to diagnostic testing to determine grade level placement
- All students who are enrolled in the Fleming County Performance Academy must complete **ALL** requirements associated with the BRIDGE Performance Indicators.
- Students who are **enrolling** in FCPA must do so during the open enrollment period during the current academic school year. **Late applications will not be accepted.**
  - April 21, 2021 - June 4, 2021 for the Fall Semester
- Students who have been retained are not eligible for FCPA.
- Students with a history of truancy are ineligible to apply for FCPA.
- Students with Individual Education Plans (IEP) must have recommendation of least restrictive environment from the Admissions and Release Committee (ARC).
- High School students who have not satisfactorily completed a course cannot take the course virtually for credit or credit recovery.
- Flexibility of admission to FCPA will be considered on a case-by-case basis by the admission committee due to pandemic concerns. Medical documentation is required.
- Students may not be enrolled in FCPA for a history of discipline infractions or as a form of disciplinary action.
- Enrollment decisions by the FCPA Admissions Committee are final.

\* Career and Technical Education courses MAY require seat time and performance assessment, pending selected pathway.

\* Advanced Placement and Dual Credit courses WILL require seat time and performance assessment, pending completion.

## Online Facilitator:

All students will have access to a certified digital learning facilitator. The facilitator will:

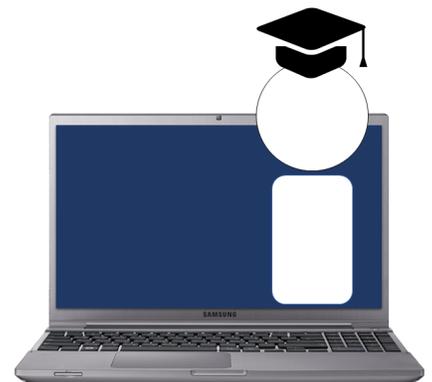
- Be a point of contact will be assigned for virtual students
- Be available during planning and after school as scheduled via phone, email, Remind 101, etc.
- Bridge communication between virtual families and the district
- Keep a log of interactions, tutoring, etc. to submit at the end of each nine weeks
- Offer tutoring on a weekly basis and as needed throughout the virtual coursework
- Log grades into Infinite Campus and communicate progress with students/families
- Submit a list of students failing every two weeks to the coordinator and school administrator
- Schedule academic support when needed.
- Engage in weekly PLCs focused on student success and attend all training

## A Successful FCPA Student (Modified from <https://ncvps.org/characteristics-of-a-successful-online-learner/>)

**Self-motivated.** Students can direct their own learning environment and methods to fulfill course requirements and achieve individual academic success. Good online students can develop techniques to stay involved and interested in their online course.

**Independent Learner.** The online environment enables students to learn at their own pace, relieving the stress of feeling rushed or pressured and providing enjoyment in the learning process. Online courses are not an easy way out, though. You will have the same amount of work as you do in a traditional course, but you have the option to log in and work 24/7.

**Computer Literate.** Although it is not necessary to have advanced computer skills, students should possess a working knowledge of e-mail, the Internet,



and productivity programs (i.e. Microsoft Office/Google Docs), as well as basic keyboarding skills. Successful online learners have easy access to computers and the Internet.

**Good Time Management.** Students must be able to organize and plan their own best “time to learn.” There is no one best time for everyone, but the key is to make the time to learn and develop a daily schedule.

**Effective Communicator.** Students must use e-mail and discussion forums to communicate with their peers as well as the instructors. The ability to write clearly to communicate ideas and assignments is essential. This method provides the learner with rapid feedback as well as a means to inform instructors of any concerns or problems that they may be experiencing. In addition, a good online student will ask for help when there is a problem. For instance, if your password does not work, ask for help immediately. Do not wait for two or three days. It could take a day to fix the problem, and you cannot miss an extended period of work time in your online course.

**Personal Commitment.** Because there are no bells that begin and end classes, students must have a strong desire to learn and achieve knowledge and skills via online courses. Making a commitment to learn in this manner is a very personal decision and requires a strong commitment to perform in order to achieve academic success. Remember that a FCPA course/subject is much like a traditional course at school. You will receive a grade at the end of the course that will go on your transcript.

**Academic Readiness.** The student should have the basic reading, writing, math and computer literacy skills to succeed in the class.

**Technologically Prepared.** A successful online learner knows how to open, create and/or save a document; use various technology tools (e.g., dictionary, thesaurus, grammar checker, calculator); and identify various file formats (e.g., doc, xls, pdf, jpg).

## **Student Requirements:**

**Step 1:** Complete online Fleming County Performance Academy Admission Application

**Step 2:** Initial meeting/conference with Fleming County Performance Academy Admissions Committee (for enrollment and grade classification) will be scheduled via virtual and/or phone conference

**Step 3:** FCPA Coordinator will notify students of acceptance into the program. At that time, all enrollment paperwork (including a copy of birth certificate, Social Security card and immunization records) will be required

- Any incomplete or incorrect information on any enrollment form may void enrollment.

- Enrollment is conditional based on the release of records from the previously enrolled district.

### **Individuals with Disabilities Act:**

Fleming County Schools will fully comply with the Individuals with Disabilities Act (IDEA), Section 504 of the Rehabilitation Act, and all applicable laws and regulations for the education of students with disabilities. Full implementation of accommodations and Individual Education Programs (IEP) for students with disabilities enrolled in the Fleming County Performance Academy. Section 504 Teams and Admissions and Release Committees (ARC) will be involved in determining how all special education, related services, and accommodations will be implemented for students with the disabilities in the virtual setting.

### **Student Classification (*High School ONLY*):**

**Full-time *Virtual* Diploma Seeking:** Students taking a full load of virtual courses (8 per year) and are following the Fleming County Schools and Kentucky Department of Education graduation requirements. Graduating with the correct 27 credits (class of 2022).

**Full-time *Blended* Diploma Seeking:** Students taking a full load of virtual and traditional (in-class) courses (8 per year) and are following the Fleming County Schools and Kentucky Department of Education graduation requirements. Graduating with the correct 27 credits (class of 2022). This option also applies to students participating in work-based co-op or off campus dual credit courses.

- *High school students who are participating in extracurricular athletics, must be enrolled in the Full-time Blended Diploma seeking option and be on campus at least a portion of each school day. A student may request a waiver from the half day requirement from the FCPA Admissions Committee if the student has had remote learning or virtual learning success in the past, validated by subject/course grades, testing data, and login data.*

### **Student Extracurricular or Co-Curricular Activity Eligibility:**

All FCPA students must follow all school and district policies outlined in the student handbook, student-athlete handbook, and FCPA framework.

Students will be determined eligible to participate in extracurricular activities on a weekly basis with the following expectations:

1. Students are required to be ahead of pace or login daily to be eligible to participate. Exceptions to this policy include doctor's statements, school-sponsored activities, and activities pre-approved by the principal and athletic director. To maintain eligibility, inactivity for the week must be excused by school administration.

2. To maintain eligibility, students must be making satisfactory academic progress and meeting calendar benchmarks as determined by activity in the Fleming County Performance Academy learning management system and by the student's online facilitator. Eligibility requires that all students be passing 7 out of the 8 courses enrolled on a weekly basis. This will be reviewed through weekly grade checks.
3. Where applicable, meet any requirements set by the appropriate sponsoring or governing organization.
4. Students may be ineligible for certain rewards that are specific to seat time attendance requirements.

## High School Athletics

- All high school students who are enrolled in FCPA and participate in KHSAA sanctioned sports, must be on campus at least a portion of each school day to remain eligible for athletics.
  - A student may request a waiver from the attendance requirement from the FCPA Admissions Committee if the student has had remote learning or virtual learning success in the past, validated by subject/course grades, testing data, and login data.
  - Students activity and login success rate requires activity being calculated twice each day - morning and afternoon.
- Grade certifications will occur weekly:
  - Grade verifications must be completed and submitted to each coach, before a student is eligible to participate in practice or athletic events.
  - Student-athletes who get behind **must** participate in on-campus intervention until grades return to passing and activity rates meet expectations.
  - Students who do not login daily and consistently, no matter the student's letter grade, will be returned to in-person classes.
  - Students are required to be ahead of pace or login daily to be eligible to participate.

### **Student Participation in Extracurricular Activities (including school dances, prom, Senior Field Trip, etc.):**

**A.** To be eligible to participate, students must be making satisfactory academic progress and meeting calendar benchmarks as determined by activity in the Fleming County Performance Academy learning management system and by the student's online facilitator.

**B. Students will be ineligible to participate if they accumulate 10 or more consecutive days of inactivity in the learning management system**

**STUDENTS WILL NOT BE ABLE TO PARTICIPATE/WALK IN GRADUATION IF THEY ARE NOT MAKING SATISFACTORY ACADEMIC PROGRESSION AS DEFINED BY THE ONLINE FACILITATOR**

## FLEMING COUNTY HIGH SCHOOL COURT GUIDELINES

Fleming County High School provides three events throughout the year in which students may be voted on by students and/or faculty staff and be recognized as members of a court or king/queen. The requirements for these activities are as follows:

### Homecoming Court

*Deadline: September 15 (subject to change)*

- 3.0 Cumulative/Weighted GPA from previous school year
- To be eligible, students must be making satisfactory academic progress and meeting calendar benchmarks as determined by activity in the Fleming County Performance Academy learning management system and by the student's online facilitator.
- During the current school year, students must have ZERO discipline referrals.
- **EXCEPTION:** If a student has ONLY ONE discipline referral with the resolution of ISD or after school detention, that student may complete 6 school-based community service hours, during after school hours. *(A community service documentation form must be turned in to administration. Forms can be found in the office.)*
- All other additional school requirements must be met.

### Mr. or Miss Fleming County Court

*Deadline: January 1 (subject to change)*

- 3.5 Cumulative/Weighted GPA
- To be eligible, students must be making satisfactory academic progress and meeting calendar benchmarks as determined by activity in the Fleming County Performance Academy learning management system and by the student's online facilitator.
- During the current school year students must have ZERO discipline referrals.
  - **NO EXCEPTIONS**

### Prom Court & Prom Servant

*Deadline: February 1 (subject to change)*

- 3.0 GPA Cumulative/Weighted GPA
- To be eligible, students must be making satisfactory academic progress and meeting calendar benchmarks as determined by activity in the Fleming County Performance Academy learning management system and by the student's online facilitator.
- During the current school year students must have ZERO discipline referrals.
- **EXCEPTION:** If a student has ONLY ONE discipline referral with the resolution of ISD or after school detention, that student may complete 6 school-based community service hours, during after school hours. *(A community service documentation form must be turned in to administration. Forms can be found in the office.)*

- All other additional school requirements must be met.

### Senior Trip and 8th Grade Trip

- To be eligible, students must be making satisfactory academic progress and meeting calendar benchmarks as determined by activity in the Fleming County Performance Academy learning management system and by the student’s online facilitator.
- During the current school year students must have ZERO discipline referrals.
- **EXCEPTION:** If a student has ONLY ONE discipline referral with the resolution of ISD or after school detention, that student may complete 6 school-based community service hours, during after school hours. *(A community service documentation form must be turned in to administration. Forms can be found in the office.)*
- All other additional school requirements must be met.

### Other Recognitions/Awards/Extracurricular (All Schools)

Each school may have specific requirements for additional recognitions/awards/extracurricular activities. Students are encouraged to communicate with the school’s principal prior to enrollment into FCPA, to ensure eligibility if they are interested in specific recognitions/awards/extracurricular activities.

## SECTION 3: PREPARING FOR STUDENT SUCCESS

### Course and Credit Requirements

Pupils who transfer from a non-accredited school/institution (including homeschool) may be required to take an assessment from the previous grade to determine grade placement or course credit. (08.22 Promotion and Retention)

### High School Credit and Grade Level Classification Requirements

Course Subject	Credits
English	4
Math	3.5
Science	3
Social Studies	3
Health/PE	1
Arts/Humanities	1
Elective	Varies
Total	Required Course Credits and Elective Credits must equal 27 to receive a regular, accredited Fleming County High School diploma in 2022.

## Promotion Requirements and Grade Classification

In accordance with graduation requirements, grade level classification is based on student's maximum potential to earn credit along with the following criteria:

To be classified as a sophomore (Grade 10), a student must have passed a minimum of (6) credits.

To be classified as a junior (Grade 11), a student must have passed a minimum of thirteen (13) credits.

To be classified as a senior (Grade 12), a student must have passed a minimum of twenty (20) credits.

To Graduate (Class of 2022), a student must have earned 27 cumulative credits, including the required credits for each subject, complete career pathway courses, and all BPI requirements.

## Pacing and Attendance Requirements

Fleming County Performance Academy (FCPA) allows students flexibility in the amount of time spent on schoolwork. FCPA is not an opportunity to bypass well-established attendance requirements with in-person classes. FCPA views student success in terms of performance mastery, not attendance hours; however, there is a correlation to student success in this virtual program. The following chart represents typical hours required to achieve performance mastery in a full caseload.

Grade Level	Yearly Hours	Suggested Weekly Hours	Suggested Daily Hours
K-2	720	20	4*
3-5	900	25	5
6-12	900-1080	25-30	5-6

\* Students in K-4 are required to engage in learning for at least four hours each day. Attendance shall be tracked by a certified teacher at least twice daily and must be at least three hours apart for all K-4 students.

The Fleming County Performance Academy will implement synchronous (real-time or live) strategies in a digital platform for two-way teacher and student verbal and visual interactions. Additionally, FCPA will utilize a digital platform that will monitor student progress, interactions, and engagement with the teacher and classmates for the review of the student work and completion of assignments, for real-time, on-demand (asynchronous) interactions. Frequent live and regularly scheduled contact is a requirement.

Students who are not meeting attendance requirements and course progression will be withdrawn from FCPA and enrolled in a traditional setting. Parents and guardians are encouraged to track student progression daily and notify the online facilitator immediately should the student fall behind. FCPA requires consistent parent/guardian monitoring.

*\*Students MUST complete Part A courses during Semester A. A student is permitted to work ahead on Part B courses IF all Part A courses are completed.*

## **Absence/Inactivity**

A student is considered inactive if he/she does not log into an enrolled course for more than 10 consecutive days. A student must log in and submit work within the 10-day window after the start date. Regular online attendance, including logging in regularly and maintaining required pacing in Fleming County Performance Academy (FCPA) is required to remain enrolled. Students who cannot participate due to illness must follow the procedures listed below to notify the FCPA facilitator of the situation and the timeline for returning to expected school activity levels.

Students must be regularly engaged with their courses and submitting assignments according to course schedules to be successful online students with Fleming County Performance Academy. Inactivity is always a concern and will be monitored by the online facilitator, FCPA Coordinator and Chief Academic Officer.

If a student exhibits signs of inactivity, the online facilitator, school administrator and/or the Chief Academic Officer will make multiple attempts to reach out to the student and/or parent/guardian.

- If the student and/or parent/guardian is unresponsive to these attempts, an official warning letter will be sent.
- If the student and/or parent/guardian do not respond to this letter, a final letter will be sent, and the student will be administratively withdrawn from all courses and the program.
- Students who are administratively withdrawn will not be eligible for enrollment in FCPA in future academic years

## **Academic Dismissal Process**

- Ten days of inactivity will result in a two week academic probation. This will include daily login requirements, mandatory tutoring (in-person or virtual), and daily communication with the online facilitator.
- If no progress is made after a two week probation period, a mandatory administrative meeting will occur for release.

## **Technology Requirements**

To successfully complete courses, access to a desktop or laptop computer with reliable broadband internet access is required. Computers are provided on a case-by-case basis only. Lessons and assessments will not load correctly on mobile devices such as tablets and cell phones. Students are required to have access to the internet and devices. All students are required to sign and follow the terms and conditions of the Fleming County Schools Acceptable Use Policy.

## Course Prerequisites

Students must meet all course prerequisites outlined by guidelines established by Fleming County High School.

## Standard Grading Scale

All students enrolled in Fleming County Performance Academy will adhere to the Fleming County Schools Grading Policy.

Percent	Grade	Quality Points
90-100%	A	4.0
80-89%	B	3.0
70-79%	C	2.0
60-69%	D	1.0
59% and below	F	0

- Grade checks are performed weekly.
- Students who have not maintained a suggested pace date will receive a zero place holder with a retry to accurately track student progress. Missing work (formative/summative assessment) is indicated in Infinite Campus as “Missing Assignment” with a note on progress report and support provided to the student for completion. Until the student completes/makes up the assignment and a grade for the work is entered, the “Missing Assignment” calculates as a “0” and will remain a “0” if the work is not completed. (Please refer to the FCS Grading and Reporting Guidelines)

## Course Promotion

To be promoted to the next semester of a course in all grades, a passing grade of D or higher in semester 1 must be earned.

## Course Credit *(High School)*

High School credit is earned on a semester basis. For students to move to the next course level, full course credit must be earned in the previous semester and in the prerequisite course.

## GPA and Class Rank *(High School)*

All courses taken at the high school level will be calculated into the student’s grade point average (G.P.A.). Grade point averages for students who are enrolled in FCPA will be included in class ranking.

## Academic Integrity Definitions

*Cheating: The use of another person's work in an attempt to gain an unfair advantage.*

Examples of violation of the Academic Integrity Policy include, but are not limited to, the following:

- Copying a classmate's work. This may be an answer to an essay question, any written assignment, or an entire exam.
- Copying from course feedback provided by the school.
- Copying answers to exams found in other sources (such as entering the question into a search engine and copying the response found online).
- Using online translators for assignments in language courses.
- Cheating occurs when you knowingly submit the work of another individual and claim the work as your own. When you submit an exam or assessment, this signifies your claim to the contents as original work.

*Plagiarism: The use of an author's work with a lack of acknowledgement of the source of that work.*

Examples of plagiarism include, but not limited to, the following:

- Quoting work from an outside source without proper citation and attribution.
- Improper paraphrasing of another person's work-maintaining the original text with little alteration or rewording and/or citing the source.
- Copying information from a book, play, speech, article, website, or other written or spoken work without proper citation.

## Academic Integrity Violations

At the discretion of the instructor and administration, depending on the nature of the offense, the student's grade or ability to earn credit for the course may be affected. All students who violate the principles of academic integrity will be reprimanded according to the following guidelines:

- **The first incident** will be handled between the teacher and the student; the teacher will provide additional instruction as to what constitutes plagiarism and/or cheating via phone and email. The FCPA Coordinator will be informed.
- **A second incident** will result in a phone call to the student and parent/guardian from the FCPA Coordinator providing additional instruction and feedback regarding the incident. The student will receive a zero on the assignment, with no opportunity to make up the work. The incident will be noted.
- **A third incident** will result in a meeting with the student, parent/guardian, administrator, FCPA Coordinator and Chief Academic Officer. This incident may result in the student being removed from the Fleming County Performance Academy courses with loss of credit and denied readmission.

## NO PASS/NO DRIVE (KRS 159.051)

If a student, age 16 or 17 is determined to be academically deficient each semester (see chart below), he/she will not be eligible for the privilege to operate a motor vehicle. Reports to the Transportation Cabinet will be made at the end of each semester for students, ages 16-17 who did not pass that semester. \*Any student who is applying for an initial driving privilege of any type on or after August 1, 2007, must get a verification form from the counseling office at the school or from the Director of Pupil Personnel at the superintendent's office before going to the Circuit Clerk's office to apply for a driving privilege.

Chart 1: Academic Deficiency (as recommended by KDE)	
Courses Per Semester or Trimester	Number of Courses Student Would Need to Pass to be Compliant
4	3
5	4
6	4
7	5
8	6

## Course Failure and Repeat Credit

Successful completion of courses with Fleming County Performance Academy (FCPA) signifies that students have achieved the specific course objectives as established within each course. FCPA standards require that when credit is issued, or a course is successfully completed, students are prepared for the next level. For students to advance to the next level or to receive credit, the following will be enforced:

- Students are permitted to redo assignments and retake assessments as needed on a case by case basis.
- Failed course will be recorded as an F on the student's transcript, and a zero-quality point will be computed for the course in determining GPA.
- Courses required for graduation must be retaken (in person) if failed and must be passed before being eligible to graduate.
- Other considerations regarding the course retake policy:
  - All course attempts will be recorded on the transcript.

- No course retakes will be offered in the summer, unless a summer school session is offered.
- Where the identical course is not available for any reason (for example, the identical course number may no longer be offered or is not available in the consecutive term) a student will not be permitted to utilize course retake.

## **Objectionable Materials**

Fleming County Performance Academy recognizes that parents/guardians come from different backgrounds, have different beliefs and values, and at times, wish to restrict access to certain information from their child.

- If a parent/guardian finds objectionable material, he/she should contact the online facilitator via school email.
- The online facilitator will listen to the concern and consult with the Chief Academic Officer. The Chief Academic Officer will determine if an alternate lesson/plan is necessary to meet the lesson objectives.
- The assessment for the lesson must be completed to show that the objectives have been met.

## **SECTION 4: Digital Learning Guiding Principles (From Kentucky Department of Education)**

To ensure that digital learning resources, online courses and blended learning courses meet or exceed the criteria for high quality traditional instruction, these five Guiding Principles have been established:

- A highly qualified teacher in the school (and/or district) reviews and endorses digital content.
- A highly qualified teacher or content mentor stewards student learning performance and demonstrated mastery.
- Learners have access to highly qualified teachers, content coaches, or professionally recognized masters in the course field, as mentors in their digital learning experience.
- Student learning experiences are personalized based on the following: student's diagnostic data, learning style, and learning needs which allow for student choice, voice, and pace.
- Effective teaching practices prescribed by Fleming County Schools CEP apply equally to digital learning experiences.

## Content

- Course content is aligned in scope and sequence to the Kentucky approved academic standards for each digital learning resource, online and blended learning course. When appropriate, these resources and courses align with Kentucky course descriptions and bear course code assignments established by 704 KAR 3:540.
- *Content may be obtained from a vendor, built by a highly qualified content teacher, or a combination of both.*
- *Online or blended courses, not from an accredited or approved source, are reviewed by a local review committee (content specific highly qualified teacher, administrative designee, district technology coordinator designee and a curriculum/instructional coach if available) before enrolling students in the courses.*
- *Basal textbooks (print or digital) follow state guidelines of review and notification as established in KRS 156.395-476 and 704 KAR 3:445. (Does not apply to supplemental.)*
- A content appropriate, highly qualified teacher reviews and endorses all digital learning resources, online and blended course content.

From 704 KAR 3:303, Required Program of Studies: A high school graduation credit may be awarded in either of two ways: Carnegie Units (defined as at least 120 hours of instructional time in one subject) **OR** performance-based credits, defined at the local level regardless of the number of instructional hours. Districts and schools are accountable for making sure that each student's educational program includes the minimum content standards as specified in Kentucky's Program of Studies and provides the student with the opportunity to learn the standards including appropriate support based on the individual learning needs of a student.

## Performance-Based Credit

Performance-based credits refer to credits earned by a student outside of the traditional structure of a 120-hour instructional course. In order to award such credits, districts must establish a policy for a performance-based system that:

- provides procedures for developing performance-based credit courses
- identifies related performance descriptors and assessments
- establishes grading and reporting procedures
- specifies content standards as addressed in Kentucky's Academic Standards
- identifies the extent to which end-of-course assessments will be used
- allows for students to demonstrate proficiency and earn credit for learning acquired outside of school or in prior learning experiences
- allows students to pursue internships, cooperative learning experiences and other learning experiences in the school and community

## **Performance-based credit may be awarded for these types of courses:**

- course work that allows satisfactory demonstration of learning
- course work that constitutes satisfactory demonstration of learning in a course for which the student failed to earn credit when the course was previously taken
- standards-based portfolios, including senior year or capstone projects
- standards-based online or other technology-mediated courses
- standards-based dual credit or other equivalency courses
- standards-based internship, cooperative-learning experience or other supervised learning experiences in the school and the community

## **Digital Pedagogy**

- If an online course has been assigned to a highly qualified teacher, then a building level course steward may oversee the implementation of the course if provided within the school building.
- Teacher course stewards are trained in the delivery of online/blended learning embedding the principles of Characteristics of Highly Effective Teaching and Learning (CHETL) and the Fleming County Certified Evaluation Plan (CEP)
- Online courses have components that provide access to the course content anytime, anyplace and at the student's own pace.
- Students taking an online course or a blended learning course have access to a highly qualified teacher or content mentor for two-way communication, collaboration, questions and/or tutoring.

## **Technology Readiness**

- Schools implementing online/blended learning provide adequate facilities and tools to students and teachers in order to facilitate successful learning experiences (e.g., labs, stations, 1:1, BYOD, adequate wireless access, Learning Management System (LMS), etc).
- The development of digital citizenship skills for students and teachers prior to and during online or blended learning experience is an integral part of technology readiness.

## **Leadership and Governance**

- The local board of education and/or the school-based decision making (SBDM) council establishes appropriate school and district policies and frameworks governing online course enrollment, parameters, course credits, etc.
- Course providers are accredited institutions approved by Kentucky-recognized accreditation organizations.
- Vendors of comprehensive online programs, course providers and digital learning resource vendors provide evidence that their products are congruent to Kentucky's course review criteria.
- School and district leadership coordinate academic programs, advising, and counseling to align with best practices.

- When a personalized learning path is appropriate for student(s), schools and districts cooperate with other schools and districts to offer digital course experiences for programs available at one school, but not at another.
- School and district leaders use data-driven processes to evaluate instructional delivery of programs using best practices.
- This includes data derived from assessments, observation data, student and teacher evaluations, and clinical performance data.
- School and district administration monitor faculty and staff performance to ensure quality digital learning instruction.
- Teachers are certified in appropriate areas of instruction in Kentucky.
- School and district administration provide opportunities for professional development and training for online and blended learning instruction as technology and digital pedagogy evolve.

## **Assessment System**

- Schools and districts regularly evaluate their assessment system to reflect college and career readiness goals for online and blended learning student proficiencies and gap reduction (e.g. assessment data points include comparison data of digital and non-digital student data, performance data, and gap data).
- Assessment systems for digital learning programs provide useful data and feedback loops that measure teacher effectiveness, student proficiencies, and program quality and include but are not limited to the following elements:
  - o Observational evaluations (teacher, student, teacher supervisor, principal)
  - o Completion of FCS benchmarks, MAP and ALL required state assessments
  - o Test scores, performance-based assessments, project-based assessments, problem-based performance, etc.
  - o Community-based needs assessments.
  - o Faculty meeting minutes, Professional Learning Community (PLC) minutes, student council data, public feedback .
  - o Completion of the BRIDGE Performance Indicators.
  - o Feedback loop to address personalization of learning path, remediation, acceleration, school improvement planning, Response to Intervention (RtI), and planning.

Resource: Kentucky Department of Education Digital Learning Guiding Principles

- FCPA students are required to take all required assessments (state and local) on campus.

**For more information please visit: <https://education.ky.gov/educational/AL/pbc/Pages/default.aspx>**

# Student/Guardian Contract

All students enrolling in the Fleming County Performance Academy must adhere to the following:

## Completing Coursework

- Maintain adequate log-on time, submit assignments on time and keep in close communication with the Teacher Point of Contact. To be successful, students must have regularly scheduled time and opportunity to study and the self-discipline to stick to the schedule they establish.
- Students must have regularly scheduled access to an Internet-connected computer.
- Pass  $\frac{3}{4}$  of courses attempted per grading period.
- Maintain frequent communication with FCPA personnel.
- Submit assignments and take exams on the schedule designated by the FCPA instructor.
- If a student is making an unsatisfactory progress academic probation will be implemented and the student MAY be required to report to the assigned location for additional support and supervision. Students who come in for assistance will be escorted to the designated area and supervised at all times.
- If a student is coming on site for any reason, they must schedule an appointment with their online facilitator due to required safety guidelines.

## Testing

- All full-time, Kentucky residents, diploma seeking students will be required to cooperate with school officials and participate fully in all county and state mandated testing.
- Report to designated school or off-campus sites for unit and final exams, MAP, Benchmark, and State testing.
- All assessments will be monitored by school officials.

## Academic Dismissal

Students may be withdrawn from Fleming County Performance Academy if he/she does not comply with the listed expectations of the program.

## Out of District

- Kentucky students not residing in the Fleming County school district may enroll as long as their resident district signs a non-resident contract with Fleming County Schools.
- If there is no contract on file with a student's resident district, parents may work with FCPA to pursue the agreement. Enrollment in FCPA program prior to Fleming County receiving the contract implies parent/guardian will assume enrollment costs if the agreement does not take place.

## Parent/Guardian Responsibilities

- Parent/guardian shall provide support/supervision to help ensure the student is meeting FCPA expectations.
- Participate in coordinator, teacher, and student virtual meetings.
- Ensure your child adheres to all expectations outlined in the 2021-2022 FCPA Framework.

**I have read and understand the above requirements of the FCPA program. In addition, I understand any incomplete or incorrect information on any enrollment form may make this contract null and void.**

\_\_\_\_\_  
(Signature of applicant)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of parent/guardian)

\_\_\_\_\_  
(Date)